



Building Bright Futures

Revised AGENDA

REGULAR BUSINESS MEETING
BOARD OF EDUCATION

6 p.m. September 6, 2007
Board Room

Jefferson County School District R-1
1829 Denver West Dr., Bldg. 27
Golden, Colorado

Our mission: To provide a quality education that prepares all children for a successful future.

EXECUTIVE SESSION: Board will meet at 5 p.m. in the Seminar Room to hear the appeal of the decision regarding the expulsion of a student at Ralston Valley High School.

1. **PRELIMINARY**

a. **CALL TO ORDER – 6:00 p.m. – Board Room**

b. **WELCOME TO AUDIENCE**

c. **PLEDGE OF ALLEGIANCE**

d. **ROLL CALL**

ACTION

e. **APPROVE AGENDA**

ACTION

f. **APPEAL OF DECISION REGARDING EXPULSION OF A STUDENT AT RALSTON VALLEY HIGH SCHOOL (EL-16, TREATMENT OF STUDENTS), Page 7:** As noted in memorandum BA-07-199 in the background material, the Superintendent recommends that the Board follows legal counsel's recommendation and accepts, rejects, or revises the decision as presented by the Superintendent.

INFORMATION

2. **HONORS & RECOGNITION**

INFORMATION

3. **COUNTY STUDENT COUNCIL**

INFORMATION

4. **BOARD AND SUPERINTENDENT COMMENTS**

5. **PUBLIC AGENDA**

- a. **CORRESPONDENCE:** Public correspondence received by the Board is presented on page 6 of the background material, and is available for public viewing.
- b. **PUBLIC COMMENT:** At this time the Board listens to the community's issues of concern. Board members or staff will respond during this meeting or at a later time. We listen with respect and ask those who address the Board to do the same. In order to respect all persons addressing the Board, we request that the audience not applaud individual speakers and that issues, rather than personalities, be addressed. Any resident or staff member of the district who has signed up on the public comment roster may speak. There is a time limit per person.

If there are a number of speakers commenting on the same topic this evening, we ask that remarks be consolidated and new thoughts or concepts shared. It is not the number of people who address the Board that leads to better decision-making, rather the content of your presentation. So, we respectfully ask that you do not repeat the same message of an earlier speaker. If there are four or more people who wish to address the Board on the same side of the same topic, the Board will allow 10 minutes for that view to be heard. All those who sign up must accompany the speaker to the front of the Board room. We respectfully ask that you do not repeat the same message, but rather present varying concepts on the same theme. Thank you.

6. CONSENT AGENDA

ACTION

- a. **MONITORING REPORT – FINANCIAL ADMINISTRATION (EL-7), Pages 8-13:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-7, Financial Administration, as shown in memorandum BA-07-175/3 in the background material.

ACTION

- b. **BOARD POLICY FOR STUDY EL-7, FINANCIAL ADMINISTRATION, Pages 14-15:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-7, Financial Administration, as recommended in memorandum BA-07-176/5 in the background material.

ACTION

- c. **MONITORING REPORT – FACILITIES (EL-9), Pages 16-21:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-9, Facilities, as shown in memorandum BA-07-179/3 in the background material.

- ACTION d. **BOARD POLICY FOR STUDY EL-9, FACILITIES, Pages 22-23:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-9, Facilities, as recommended in memorandum BA-07-180/3 in the background material.
- ACTION e. **MONITORING REPORT – SCHOOL SAFETY (EL-18), Pages 24-43:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-18, School Safety, as shown in memorandum BA-07-187 in the background material.
- ACTION f. **BOARD POLICY FOR STUDY EL-18, SCHOOL SAFETY, Pages 44-46:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-18, School Safety, as recommended in memorandum BA-07-188 in the background material.
- ACTION g. **EMPLOYMENT (EL-3, STAFF TREATMENT), Pages 47-50:** The Superintendent recommends that the Board of Education approves the employment of personnel, as presented in memorandum BA-07-002/6 in the background material.
- ACTION h. **ADMINISTRATIVE APPOINTMENTS (EL-3, STAFF TREATMENT), Pages 51-53:** The Superintendent recommends that the Board of Education approves the administrative appointments as presented in memorandum BA-07-003/4 in the background material.
- ACTION i. **RESIGNATIONS/TERMINATIONS (EL-3, STAFF TREATMENT), Pages 54-65:** It is the Superintendent's recommendation that the Board of Education approves the resignations, terminations and reinstatements of personnel, as outlined in memorandum BA-07-004 in the background material.
- INFORMATION j. **SUPPLEMENTAL FUNDS – FAMILY LITERACY, HIPPIY – DANIELS FUND (EL-7, FINANCIAL ADMINISTRATION), Page 66:** It is the Superintendent's recommendation that the Board of Education is informed of the grant award of \$28,454 from the Daniels Fund to support Jeffco Family Literacy's Home Instruction for Parents of Preschool Youngsters program, as identified in memorandum BA-07-195 in the background material.
- INFORMATION k. **SUPPLEMENTAL FUNDS – CAREER TECHNICAL TEACHER CADET – DANIELS FUND (EL-7, FINANCIAL ADMINISTRATION), Page 67:** It is the Superintendent's

recommendation that the Board of Education is informed of the grant award of \$90,000 to Jeffco Career and Technical Education for the Teacher Cadet Statewide Consortium from the Daniels Fund, as identified in memorandum BA-07-196 in the background material.

INFORMATION

1. **SUPPLEMENTAL FUNDS – STEVENS, EDGEWATER, LUMBERG ELEMENTARIES – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 68:** It is the Superintendent's recommendation that the Board of Education is informed of the fifth year award of \$270,957 to the Jefferson articulation area for Project STEPS from the Colorado Department of Education's 21st Century Community Centers Learning grant, as identified in memorandum BA-07-197 in the background material.

INFORMATION

- m. **SUPPLEMENTAL FUNDS – GIFTED TALENTED – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 69:** It is the Superintendent's recommendation that the Board of Education is informed of the award of \$744,895 from the Colorado Department of Education to Exceptional Student Services to support the Gifted and Talented program, as identified in memorandum BA-07-198 in the background material.

INFORMATION

- n. **SUPPLEMENTAL FUNDS – WHEAT RIDGE MIDDLE SCHOOL, JEFFERSON HIGH SCHOOL – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 70:** It is the Superintendent's recommendation that the Board of Education is informed of the receipt of year four funds of \$168,061 to Wheat Ridge Middle School and Jefferson High School from the Colorado Department of Education's 21st Century Community Centers Learning grant, as identified in memorandum BA-07-200 in the background material.

INFORMATION

- o. **SUPPLEMENTAL FUNDS – STUDENT SERVICES – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 71:** It is the Superintendent's recommendation that the Board of Education is informed of the award of year four funds of \$164,201 from the Colorado Department of Education's Prevention Initiatives Unit for Jeffco Student Services' PBS (Positive Behavior Supports) initiative, as identified in memorandum BA-07-205 in the background material.

ACTION

- p. **AWARD OF CONTRACT: DAKOTA RIDGE HIGH SCHOOL – HIMMELMAN CONSTRUCTION (EL-8, ASSET**

PROTECTION), Page 72: It is the Superintendent's recommendation that the Board of Education approves the award of contract to Himmelman Construction for the Dakota Ridge High School temporary classroom relocation project; and, authorizes the executive director of Construction Management to enter into and execute a contract with the construction manager/general contractor in an amount not to exceed \$516,000, as identified in memorandum BA-07-203 in the background material.

ACTION

- q. **ACQUISITION OF DIGITAL TWO-WAY RADIOS FOR DISTRICTWIDE COMMUNICATIONS (EL-8, ASSET PROTECTION), Page 73:** It is the Superintendent's recommendation that the Board of Education authorizes the chief operating officer to initiate and approve the purchase of digital two-way radios, necessary associated equipment in an amount not to exceed \$1,400,000; and, to execute the CCNC agreement, as identified in memorandum BA-07-147/2 in the background material.

7. STATUTORY REQUIREMENTS AGENDA

ACTION

- a. **NOVEMBER 6, 2007 – AUTHORIZE ELECTION FOR VOTER APPROVAL TO LIMIT THE COLLECTION OF TAXES PREVIOUSLY AUTHORIZED BY VOTERS BY APPROVAL OF BALLOT ISSUE 3A AND APPROVE BALLOT QUESTION (GP-4), Pages 74-77:** It is the Superintendent's recommendation that the Board of Education adopts the resolution authorizing the election and the content of the ballot question for the November 6, 2007 regular biennial election, as shown in memorandum BA-07-206 in the background material.

8. DISCUSSION AGENDA

ACTION

- a. **REPORT ON BOARD SUMMER CONFERENCES (ENDS 1, ALL CHILDREN ARE PREPARED FOR A SUCCESSFUL FUTURE), Page 78:** It is the Superintendent's recommendation that the Board of Education receives information from individual Board members on their summer conference experiences, as shown in memorandum BA-07-207 in the background material.

ACTION

8. **DEVELOP NEXT AGENDA:** The Board will discuss the agenda for the September 27 regular meeting and September study session topics.

9. ADJOURNMENT

Reasonable accommodation will be provided *upon request* for persons with disabilities. If you have a disability, please notify the Board of Education Office, 303-982-6800, at least three days prior to the meeting about special arrangements that may allow you to fully participate in this meeting.

CORRESPONDENCE – September 6, 2007

c-07-105*	Jan Henwood C: Board
c-07-106	Frank Cole Closed campuses
c-07-107	Maria Vanderkolk/Kimberly Wagner Children's Charity
c-07-108*	Melissa Colman C: Board

Note: Letters addressed to the Board of Education that contain the name of a student or involve a personnel issue are not available to the public (unofficial). The Board does not respond to anonymous letters or letters that are copied to the Board but not addressed to the Board.

BOARD OF EDUCATION AGENDA ITEM
Preliminary Agenda

CONTROL NUMBER: BA-07-199

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Appeal of the Decision Regarding Expulsion of a Student at
Ralston Valley High School

ACTION

PERTINENT FACTS:

1. In accordance with Policy EL 16, Treatment of Students, the following has occurred:
 - A hearing to receive testimony on this issue was held on May 21, 2007.
 - The Superintendent has submitted a copy of the Findings of Fact and Decision to the Board.
 - The Board of Education has received a request for appeal of the decision related to a student involved in this expulsion proceeding.
2. The Board of Education will hear the appeal in Executive Session on September 6, 2007.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education follows legal counsel's recommendation and accepts, rejects, or revises the decision as presented by the superintendent.

ORIGINATOR: John Peery 

DATE: August 23, 2007

APPROVED: Cynthia Stevenson 

6.a.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-175/3

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Policy Governance Monitoring Report:

EL-7, Financial Administration

ACTION

PERTINENT FACTS:

1. An important component of the Policy Governance Model is GP 6, the Annual Work Plan.
2. The monitoring reports on EL-7, Financial Administration, are scheduled quarterly: November, February, May and September.
3. Policy Governance Monitoring Report EL-7 dated August 24, 2007 covers the period May 1, 2007 to August 24, 2007 and is included in background material.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the monitoring report on EL-7, Financial Administration, for the period May 1, 2007 through August 24, 2007 as shown in background material.

ORIGINATORS:

Lorie Gillis



Bob Smith



DATE: August 27, 2007

APPROVED:



Cynthia Stevenson



Policy Governance Monitoring Report

August 24, 2007

To: Board of Education

From: Lorie Gillis 
Bob Smith 

Re: **EL-7 Financial Administration**

I certify this information to be accurate as of the close of business ~~April 27, 2007~~ AUGUST 24, 2007. Board executive limitation policy 7 was NOT revised at its last monitoring in February 2006.

The Superintendent shall not allow assets of the District to be unprotected, inadequately maintained, inappropriately used or unnecessarily risked. Accordingly, the Superintendent may not:

1. Expend more funds than have been received in the fiscal year to date unless authorized by the Board through use of reserves or unless revenues are made available through other legally permissible means.

Monthly Budget Status Reports and Quarterly Financial Reports are provided to the Board of Education for review. Each report highlights concerns – if any – and shares changes or processes to increase efficiencies. The Quarterly Financial Report for the period ending ~~December 31, 2006~~ MARCH 31, 2007 was reviewed in detail at the Board Workshop on ~~February 16, 2007~~ MAY 11, 2007. This report presents the financial status of the district with the Board and public.

2. Expend funds in excess of the amount appropriated or in excess of the reasonably projected available resources, whichever is less for a particular fund.

The Monthly Budget Status Reports and the Quarterly Financial Reports ensure excess spending is promptly reported. The status of all funds is monitored and reported to administration and the Board of Education. Programs and functions designated with a red flag in these reports are observed closely because a risk to the district's financial performance may have been identified. A corrective action plan is then implemented to ensure compliance with policy. All funds are monitored throughout the year using the quarterly and monthly budget reports. Any supplemental appropriations will be prepared for adoption prior to year end. TWO SUPPLEMENTAL APPROPRIATIONS WERE PREPARED FOR 2006/2007 AND ADOPTED ON MAY 31, 2007 AND JUNE 14, 2007.

3. Transfer unencumbered moneys from one fund to another unless authorized by the Board in advance.

All budget transfers, with appropriate authorization, are forwarded to Budget Management for review and determination of available funds. Budget Management determines whether the transfer can be processed as submitted or if it requires Board

of Education approval. The Chief Financial Officer evaluates the status of all department and school budgets and will advise the Board of Education with mid-year budget corrections if necessary. This process will transfer funds from programs with “under spending” to cover unexpected expenses in other funds.

4. Fail to settle payroll and pay obligations in a timely manner.

Payroll and other staff members continue to monitor and look for areas of improvement with Payroll processes. Several processing changes have been made and will be implemented as part of the HR Reengineering/Upgrade.

Pay Obligations: Payment vouchers are processed three times weekly to ensure timely payment to all vendors. For the quarter ending ~~March 31, 2007~~ JUNE 30, 2007 ~~15,000~~ 21,000 checks were written on the General Fund for a total of ~~\$24.2~~ \$34.8 million. There were also ~~415~~ 650 checks written on bond funds for a total of ~~\$23.8~~ \$36.5 million.

5. Allow reports or filings required by any state or federal agency to be overdue or inaccurately filed.

To the best of our knowledge, all reports required by state and federal agencies have been made within the required time periods. ~~The Idea Grant final report was approximately three weeks late because CDE disallowed some expenditures shortly before the report was due.~~ Grant applications and final reports were submitted to CDE in accordance with grant regulations. The Transportation Claim was submitted, as allowed by extension, by September 6, 2006. The financial reports were sent to CDE by December 31, 2006 as required. THE 2006/2007 IDEA GRANT APPLICATION AND FINAL REPORTING HAS BEEN DELAYED BY CDE. THEY ARE IN THE FINAL STAGES OF TESTING THE NEW SYSTEM AND IT SHOULD BE AVAILABLE TO DISTRICTS BY MID SEPTEMBER 2007.

6. Fail to arrange for the annual audit of all district funds and accounts following the close of the fiscal year in accordance with state law.

The Comprehensive Annual Financial Report with the audit opinion was delivered to the Board of Education prior to November 30, 2006. Clifton Gunderson and district staff met with the board of education in study session on December 8, 2006 to review the comprehensive annual financial report.

7. Fail to bill timely and aggressively pursue receivables after a reasonable grace period.

All receivables and billings are processed timely and reviewed and verified by the independent auditors.

8. Fail to keep complete and accurate financial records by funds and accounts in accordance with law and generally recognized principles of governmental accounting.

Complete and accurate financial records by funds and accounts are maintained and the annual independent “audit” requires a thorough analysis of all district financial practices including the federal programs, i.e., food services, special education, Title I, Title VI, Title IX, etc. The Governmental Accounting Standards Board (GASB) governs the

financial reporting format. All financial records are kept in accordance with state, federal and GASB requirements and are available for review by the Board.

9. Fail to publish and post a financial condition statement.

In addition to the annual audited Financial Reports, the Board of Education authorized external auditors to conduct quarterly agreed-upon procedures of the district's financial condition. In addition, Monthly and Quarterly Financial Reports are ~~now~~ provided to the Board of Education by Financial Services and Budget Management highlighting those funds being closely monitored. The reports are also shared and reviewed with the Financial Oversight Committee. Clifton Gunderson reviews the first, second and third quarterly reports.

10. Acquire, encumber or dispose of real property.

~~On February 22, 2007, the Board of Education declared surplus Lots 31 and 32, Block 11, Berkley Subdivision in Jefferson County to District needs and not required for school purposes and authorized staff to arrange the transfer of the property and execute the necessary documentation to finalize the transfer to Our Lady of Rosary Academy.~~

~~The Declaration of Surplus status was required because the deed from Jeffco Schools to the Academy inaccurately deleted Lots 31 and 32 from the sale in 1978.~~

NO PROPERTY EXCHANGES, SALES OR PURCHASES OCCURRED DURING THE REPORTED PERIOD.

11. Fail to make timely and appropriate corrections in accordance with internal or external-audit findings.

~~During the period January 27 through April 27, 2007~~ APRIL 28, 2007 THROUGH AUGUST 24, 2007 the Internal Auditor has conducted 9 school audits and is currently communicating his findings to school and district administrators.

12. Fail to notify the Board when bonds have been upgraded or downgraded.

Bond ratings are shared with the Board via the Quarterly Financial Reports or by voice mail. On November 15, 2006, Moody's Investor Services upgraded the District's GO Bond rating to AA3 from A1. The rating assigned by Standard and Poor's remained unchanged to AA-. The upgrade from Moody's reflects a stable outlook for the District and reflects the increased financial resources, strategic planning and strong financial policies and procedures in place. In addition, the agencies rated the certificates of participation Series 2006A and 2006B as A1 from Moody's and A+ from Standard and Poors.

13. Fail to identify funds, programs, departments or schools that are projected to end the fiscal year with an operating loss or deficit, even though a correction plan has been initiated.

Through the use of the *Quarterly Financial Report* and the *Monthly Status* reports, identification of all funds, programs, departments or schools with a potential loss or deficit are immediately reported to Cabinet, the Superintendent, the Financial Oversight

Committee and the Board of Education. Budget Management continues to conduct regular meetings with departments to ensure current year budgets are monitored closely and any potential variances are identified and communicated as early as possible.

14. Fail to provide immediate verbal notification, identification and scope of any potential financial problem.

Quarterly workshops are scheduled with the Board of Education to discuss financial status in detail. The Financial Oversight Committee meets monthly to review reports, elicit questions or concerns and make suggestions about the district's financial reporting. The Board has been kept apprised at recent Board Meetings regarding financial management issues.

15. Fail to provide a corrective action plan within 30 days of first reporting any potential loss.

Central managed school age child care, extended day kindergarten, Compass Montessori Charter School-Golden, NEW AMERICA and Rocky Mountain Deaf were listed as programs being observed closely because of an identified risk in the 2007 *Second THIRD Quarterly Financial Report*. Those issues are currently being resolved to eliminate the "yellow and red flag" status.

16. Fail to identify and explain variations or deviations in cash flow, revenues or other important financial indicators.

Included in each *Quarterly Financial Report* is the cash flow analysis showing the actual costs and the projected costs through the end of the fiscal year. The ~~Second~~ THIRD Quarter FINANCIAL Report for 2007 shows positive cash flow and an unallocated fund balance.

17. Fail to direct key financial, auditing and monitoring staff to report potential financial problems immediately.

All key financial, auditing and monitoring staff has been instructed to report any potential financial problems immediately. Staff is reminded of this requirement at monthly meetings conducted by the Chief Financial Officer. These questions are also addressed with Clifton Gunderson during each quarterly review.

18. Fail to conduct quarterly financial reviews with the Board, Superintendent, Chief Operating Officer, Chief Financial Officer.

District staff conducts regular workshops with the Board to review the district's financial status in detail. The ~~Second~~ THIRD Quarter Financial Report for 2007 was reviewed with the Financial Oversight Committee on ~~February 1, 2007~~ MAY 3, 2007 and with the Board of Education on ~~February 16, 2007~~ MAY 11, 2007.

19. Fail to establish appropriate safeguards to ensure financial issues are identified and reported to the Board of Education in a timely manner.

Procedures have been established to ensure district leadership and the Board of Education is informed of the financial condition of all district accounts via monthly and quarterly reports and workshops with the Board of Education and district leadership.

20. Fail to establish guidelines on the role of school accountability committees advising principals on the use of all school funds, including revenue enhancing funds such as those generated by vending machines.

District leadership updates guidelines on the role of school accountability committees advising principals on the use of all school funds, including revenue enhancing funds.

21. Fail to notify the Board of Education when an employee violates guidelines or policies regarding the use of district funds.

Through the use of voice mail, the Board is kept apprised of all alleged violations and any remedial action taken. That initial notification is then followed by detailed data regarding the violation.

22. Fail to review and correct or clarify rules when an employee violates guidelines or policies regarding the use of district funds.

All rules are thoroughly reviewed when a violation or alleged violation of a guideline or policy occurs. The Chief Financial Officer reviews procedures with staff and clarifies policies and procedures as necessary.

23. Fail to provide appropriate training for key financial, auditing and monitoring staff.

The Chief Financial Officer ensures that financial, auditing and monitoring staff is provided with the latest, most current information. ~~The Budget Office held a training session for new principals on October 20, 2006 and will hold another training session for principals and administrators in May 2007. The School Accounting Support Team held a Financial Secretary Training session in October, 2006 and held another secretary training session in April of 2007.~~ TITLE I SCHOOLWIDE BUDGET TRAINING FOR SECRETARIES AND PRINCIPALS WAS HELD IN AUGUST.

6.b.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-176/5

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-7),
Financial Administration

ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-7, Financial Administration, is brought forward to give the Board an opportunity to make any changes to the policy it deems necessary.
3. On July 12, the Board of Education began a review of its executive limitation policies. Revisions were made to EL-7, Financial Administration, to consolidate and clarify Board direction through policy language. Board values related to financial issues addressed through policy language will be consolidated in EL-7 after further Board discussion.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts for 30-day study Board executive limitation policy EL-7, Financial Administration.

ORIGINATOR: Helen Neal 

DATE: August 27, 2007

APPROVED: Cynthia Stevenson 

**Policy Executive Limitations (EL-7)
FINANCIAL ADMINISTRATION**

Adopted: June 15, 2000
Revised: February 6, 2003

OCTOBER 11, 2007
Monitoring Method: Internal and External
Monitoring Frequency: Quarterly; November, February,
May and September

With respect to the actual, ongoing financial condition and activities OF THE DISTRICT, the superintendent shall not cause nor allow fiscal jeopardy or a material deviation from the annual budget or budget policy adopted by the Board, or any fiscal condition that is inconsistent with achieving the priorities established in Board's Ends policies. Accordingly, the superintendent may not:

1. Expend more funds than have been received in the fiscal year to date unless authorized by the Board through use of reserves or unless revenues are made available through other legally permissible means.
2. Expend funds in excess of the amount appropriated or in excess of the reasonably projected available resources, whichever is less for a particular fund.
3. Transfer unencumbered moneys from one fund to another unless authorized by the Board in advance.
4. Fail to settle payroll and pay obligations in a timely manner.
5. Allow reports or filings required by any state or federal agency to be overdue or inaccurately filed.
6. Fail to arrange for the annual audit of all district funds and accounts following the close of the fiscal year in accordance with state law.
7. Fail to bill timely and aggressively pursue receivables after a reasonable grace period.
8. Fail to keep complete and accurate financial records by funds and accounts in accordance with law and generally recognized principles of governmental accounting.
9. Fail to publish and post a financial condition statement.
10. Acquire, encumber or dispose of real property without authorization from the Board.
11. Fail to make timely and appropriate corrections in accordance with internal or external audit findings.
12. Fail to notify the Board when bonds have been upgraded or downgraded.
13. Fail to identify funds, programs, departments or schools that are projected to end the fiscal year with an operating loss or deficit, even though a correction plan has been initiated.
14. Fail to provide immediate verbal notification, identification and scope of any potential financial problem.
15. Fail to provide a corrective action plan within 30 days of first reporting any potential loss.
16. Fail to identify and explain variations or deviations in cash flow, revenues or other important financial indicators.
17. Fail to direct key financial, auditing and monitoring staff to report potential financial problems immediately.
18. Fail to conduct quarterly financial reviews with the Board, superintendent, chief operating officer, chief financial officer and executive director of budget management.
19. Fail to establish appropriate safeguards to ensure financial issues are identified and reported to the Board of Education in a timely manner.
20. Fail to establish guidelines on the role of school accountability committees advising principals on the use of all school funds, including revenue enhancing funds such as those generated by vending machines.
21. Fail to notify board of education when an employee violates guidelines or policies regarding the use of district funds.
22. Fail to review and correct or clarify rules when an employee violates guidelines or policies regarding the use of district funds.
23. Fail to provide appropriate training for key financial, auditing and monitoring staff.

Monitoring Report Indicators:

~~List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, check alignment of district policies and procedures with board policy expectations and actions, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.~~

6.c.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-179/3

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Policy Governance Monitoring Report: EL-9, Facilities

ACTION

PERTINENT FACTS:

1. An important component of the Policy Governance Model is GP 6, the Annual Work Plan.
2. The monitoring reports on EL-9, Facilities, are scheduled for quarterly reports in September, December, March and May of each year.
3. Policy Governance Monitoring Report EL-9 for the period ended August 15, 2007, is included in background material.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts the monitoring report on EL-9, Facilities, for the period ending August 15, 2007.

ORIGINATORS: Bob Smith *RS*

DATE: August 20, 2007

APPROVED: Cynthia Stevenson *CML*

Policy Governance Monitoring Report

AUGUST 15, 2007

To: Board of Education
From: Bob Smith *RS*
Re: **EL-9 Facilities**

I certify this information to be accurate as of the close of business, ~~March 15, 2007~~ AUGUST 15, 2007. BOARD EXECUTIVE LIMITATION POLICY 9 WAS NOT REVISED AT ITS LAST MONITORING. *Facilities shall not be unsafe, inadequate nor unnecessary. The Board acknowledges that the Superintendent is limited by the dollars available for facilities. Accordingly, the Superintendent may not:*

1. Permit capital dollars to be spent unnecessarily or unwisely. Therefore, the superintendent may not:

1.a. Build or renovate without well-documented needs.

Facilities Planning and Design maintains a database of capital improvement needs developed with the assistance of principals, facility managers, administrators and other district staff.

Facilities Planning and Design staff members are currently performing a district-wide facility condition assessment to identify capital needs. This assessment will provide data on building life safety and environmental health concerns; educational program adequacy; building systems adequacy; enrollment capacity; accessibility and maintenance requirements. The information will be used for consideration of future bond funding.

1.b. Neglect to make decisions that include the consideration of life cycle costs, including preventive maintenance costs.

Beginning in 1992, staff developed a process for capital improvement funding with the philosophy that projects with an estimated useful life exceeding 20 years are financed through general obligation bonds. Those projects include:

- construction of new schools,
- additions to existing schools,
- major renovations,
- replacement of heating/ventilating, electrical and plumbing systems.

All capital improvements with an estimated useful life of less than 20 years include:

- roof replacement,
- flooring,
- tennis courts,
- site work,
- masonry and asphalt sealing, and,
- minor remodeling, and financed from the capital reserve fund

The existing preventive maintenance program is routinely scheduled for such things as HVAC filter and belt replacements, boiler system tune-ups, controls calibrations and periodic roof inspections.

1.c. Recommend land purchase decisions, which do not include the analysis and comparison of acquisition, construction and transportation costs.

The location of a school site is based upon data contained in enrollment reports. In many cases sites have been identified and acquired within cities and unincorporated areas of Jefferson County in accordance with the Land Development Regulations established by each entity. These regulations differ by entity, but in many cases enable the Real Estate Office to negotiate the dedication of land for future school construction. In cases where acquisition is not provided through the dedication process, district staff coordinates appraisals, title commitments and ownership searches, owner and neighborhood meetings, and finally negotiations with the property owners for purchase.

Locating and acquiring middle and high school sites is synchronized with other governmental entities including park and recreation districts and cities to provide joint development and use opportunities. As educational or enrollment design at schools has changed, need for sufficient land to support those plans has increased.

1.d. Implement land purchases or permitting, design, bid or construction schedules that increase costs or decrease construction quality, except for reasons beyond the district's reasonable control.

District staff works in partnership with various governmental agencies, developers and utility companies for the planning, installation and financing of public improvements that are on or contiguous to school sites or that are required for the operation of a school. Rights-of-way, easements and public improvements are coordinated and reviewed by Facilities Planning and Design for necessity, adequacy and impact on the operation of the school. When extension of streets and utilities to a school is necessary for its operation, only required improvements are performed and every legal effort is made to obtain the properly apportioned reimbursement.

On February 22, 2007, vacant land on West Capri Avenue in Littleton, adjacent to Montessori Peaks Academy, was purchased from Montessori Peaks to allow construction of a gymnasium. The size of the parcel is .184 acres and was appraised at \$40,080. The purchase price was \$10.

District staff completed "closing" on April 16, 2007, for the 14.10 acres of land commonly known as Marshdale Park, to the Evergreen Park and Recreation District. The land had been leased by the park and recreation district for a number of years, and they had already developed it as a park. The purchase price was \$200,000, with a reverter clause to return the land to the district if the land is no longer used for public purposes. The board of education approved the sale in September of 2005, subject to the park and recreation district platting the property. The county approved the final plat earlier this year

1.e. Fail to make business decisions based on a cost/benefit analysis for ancillary facility projects of \$250,000 or more when such returns can be measured or quantified.

In November 2004, voters approved \$323.8 million in bond funds. The total program with bond proceeds paid at the time of sale, transfers from the General Fund, revenue from property sales, fees-in-lieu payments and expected investment earnings equals \$478 million to be spent on capital improvements during the 2005-2010 six-year period. The work was organized into over 348 projects and 12 cycles. School specific information is available on each school's website. An overview of funded projects can be found at: <http://jeffcoweb.jeffco.k12.co.us/profiles/construction/>.

After the successful 2004 bond election, the Board of Education approved the membership in an oversight committee. The eight-member citizens' oversight committee was appointed to assist with the following:

- Ensure that the program completed with these funds is consistent with the commitments made to the community.
- Monitor procedures relating to the implementation of the program: development of specifications, selection process for consultants and contractors, financing issues, and project scheduling.
- Review all projects especially when significant changes in scope, budget or scheduling occur.
- Ensure the program represents sound, long-term decisions consistent with the needs of the district.
- Provide annual written reports to the Board of Education on the quality of the program management, quality of the financial management, quality of completed projects and alignment with the overall plan.
- Assist in safeguarding public trust and confidence through active involvement in communications related to the bond projects.

On February 20, 2005 the Board appointed eight community business leaders to serve on the committee:

Name	Expertise
Dick Burczyk	Retired Director of Engineering, Coors
Gordon Calahan	President, Calahan Construction
Andy Dmohowski	Manager, Construction projects, St. Anthony Hospitals
Helga Grunerud	Executive Director, Hispanic Contractors of Colorado
Marv Kay	Retired Colorado School of Mines; past mayor of Golden
Paul Konrath	Project Manager, Lockheed Martin
Tom Murray	Owner, Lakewood Brick and Tile
M .L. Richardson	Regional Manager of Public, Legal, Govt. Affairs, LaFarge

The committee began meeting in February 2005 and continue to meet monthly with district staff to review projects, scopes and costs.

The Oversight Committee met in study session with the Board of Education on March 3, 2006, October 13, 2006 and May 11, 2007. In the study sessions, the committee members reported that at each monthly meeting the members review:

- the general status of the major projects including any scope, budget or schedule issues
- reports on status of the capital improvement projects, program contingency, design projects estimate to budget
- the cumulative spending cash flow curve
- the schedule float report (*identifies projects that are more than 10 days behind schedule*)
- an overview of the status of major projects in design
- all projects

2. Operate without clear priorities when building, renovating, maintaining or repairing facilities within available resources. In setting these priorities, the superintendent shall not:

2a. Fail to make the highest priority the correction of unsafe conditions which could result in serious injuries or illnesses.

When reviewing and coordinating capital improvements, the highest priority is the correction of unsafe conditions. Those projects are immediately placed in the Priority 1 category. A district policy was written in 1997, *FBC, Prioritization of Facility Improvements* stating:

“... administration recognizes that not all facility improvement needs have the same level of importance. Therefore a process is required to prioritize the relative importance of each facility improvement need. The three following priority groups shall be used in prioritizing capital improvements:

- Priority Group 1 Critical projects
- Priority Group 2 Necessary projects
- Priority Group 3 Desirable projects

2.b. Fail to properly maintain facilities to fulfill the lifecycle intended.

Facilities Management and Facilities Planning and Design work closely to ensure that facilities are properly maintained to realize the intended lifecycle. This collaboration between maintenance and planning helps to ensure life cycle achievement.

Projects of high priority are completed through the use of an annual capital replacement program. These funds are derived from the annual transfer from the general fund to the capital projects fund. These projects typically include roof replacement, fire alarms, wastewater systems and other priority 1 projects.

The successful mill levy override approved by Jeffco voters in November 2004 provides an annual \$1 million in funding to help offset accumulated deferred maintenance projects.

2.c. Fail to identify and broadly communicate the principles by which priorities are determined, including scope and timeline for projects.

The prioritization process is district policy and is implemented and published on the website. The existing prioritization process has been used since 1985. The Facilities Assessment Plan incorporates the need to review and validate whether this process continues to be effective on a continuing basis.

2.d. Fail to eliminate nonessential items from new projects.

Educational specifications and technical guidelines specifically describe facility requirements to accommodate the student instructional program, activities and support functions and provide a standard for planning and designing new or renovating existing schools. The educational specifications and technical guidelines are dynamic documents that change in concert with changes in the educational program. The documents are reviewed and updated and a revised version supporting educational delivery will be completed prior to the next capital improvement program.

Administrative staff continues to monitor capacities in neighborhood schools considering declining enrollment and the impact of charter and alternative schools and will make future recommendations regarding these trends as necessary.

The Capital Improvement Program Oversight Committee and staff will continue to make semi-annual reports to the Board of Education on the progress of the capital improvement program and to assist in safeguarding public trust and confidence through active involvement in communications related to the projects. THE NEXT SCHEDULED MEETING WITH THE BOARD OF EDUCATION IS THURSDAY, OCTOBER 18, 2007 BEGINNING AT 4:30 P.M.

6.d.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-180/3

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-9, Facilities)

ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-9, Facilities, is brought forward to give the Board an opportunity to make any changes to the policy it deems necessary.
3. On July 12, the Board of Education began a review of its executive limitation policies. Revisions were made to EL-9, Facilities, to consolidate and clarify Board direction through policy language. Board values related to facilities and property issues addressed through policy language may be consolidated in EL-8, Asset Protection, or EL-9, Facilities, after further Board discussion.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts for 30-day study Board executive limitation policy EL-9, Facilities.

ORIGINATOR: Helen Neal 

DATE: August 27, 2007

APPROVED: Cynthia Stevenson 

**Policy Executive Limitations (EL-9)
FACILITIES**

Adopted: June 15, 2000
Revised: August 14, 2003

OCTOBER 11, 2007
Monitoring Method: Internal
Monitoring Frequency: Annually - May

~~Facilities shall not be unsafe, inadequate nor unnecessary, INEQUITABLE?. The Board acknowledges that the superintendent is limited by the dollars available for facilities.~~

Accordingly, the superintendent may not:

1. Permit capital dollars to be spent unnecessarily or unwisely. Therefore, the superintendent may not:
 - a. Build or renovate without well-documented needs.
 - b. Neglect to make decisions that include the consideration of life cycle costs, including preventive maintenance costs.
 - c. Recommend land purchase decisions which do not include the analysis and comparison of acquisition, construction and transportation costs.
 - d. Implement land purchases or permitting, design, bid or construction schedules that increase costs or decrease construction quality, except for reasons beyond the district's reasonable control.
 - e. Fail to make business decisions based on a cost/benefit analysis for ancillary facility projects of \$250,000 or more when such returns can be measured or quantified.
2. Operate without clear priorities when building, renovating, maintaining or repairing facilities within available resources and:
 - a. Fail to make the highest priority the correction of unsafe conditions which could result in serious injuries or illnesses.
 - b. Fail to properly maintain facilities to fulfill the lifecycle intended.
 - c. Fail to identify and broadly communicate the principles by which priorities are determined, including scope and timeline for projects.
 - d. Fail to eliminate nonessential items from new projects.

Monitoring Report Indicators:

~~List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, check alignment of District policies and procedures with Board policy and expectations and actions, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.~~

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-183

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Policy Governance Monitoring Report – EL-18, School Safety

ACTION

PERTINENT FACTS:

1. An important component of the Policy Governance Model is GP 6, Annual Work Plan
2. Policy Governance Monitoring Report EL-18, School Safety, is included in the background material

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the monitoring report on EL-18, School Safety, as shown in the background material.

ORIGINATOR: George Diedrich

GWD

DATE: August 10, 2007

APPROVED: Cynthia Stevenson

CMS

POLICY GOVERNANCE MONITORING REPORT

To: **Members of the Board of Education**

From: **George Diedrich**

Date: **~~September 14, 2006~~ SEPTEMBER 6, 2007**

Re: **EL-18, School Safety**

I certify this information to be accurate as of the close of business, ~~September 14, 2006~~ SEPTEMBER 6, 2007. Board executive limitation policy 18 was not revised at its last monitoring in March 2003.

JEFFERSON COUNTY SCHOOL BOARD SAFETY MISSION STATEMENT:

It is the goal of the Jefferson County School District to provide a safe school environment for all students and district employees. The ability to prevent, intervene, and respond to school emergency and disaster situations is essential in achieving this goal.

Therefore, the district must develop, implement, and assess strategies in the following three areas:

- Prevention
- Intervention
- Emergency/Crisis Response

BACKGROUND INFORMATION

As a preparation for the 2001-2002 school year, the Jefferson County School District developed and implemented a School Safety Plan Checklist that encompassed five major components:

- academic excellence
- prevention strategies
- intervention strategies
- partnerships
- crisis response

Because of the clarity of expectations for schools, the School Safety Plan Checklist for the 2005-2006 school year was implemented without change.

School Board Executive Limitations EL-18 includes components from each of these five major categories as indicated in the district School Safety Plan Checklist. The safety requirements listed in this checklist must be implemented and fulfilled yearly by every school site in Jefferson County. School level administrators complete the checklist categories twice per year, once each semester, indicating successful completion of the district required school safety components in each of the five categories. This checklist is reviewed with school level administrators through discussions with their community superintendent. The members of the Board of Education received the first checklist and safety plan on June 29, 2001. The staff presented the components to the Board of Education in June and in October of 2001. The information collected from schools regarding their implementation of the School Safety Plan and Checklist was included in the District Accountability Report given to the members of the Board of Education on October 24, 2002. The tenets of the School Safety Plan are included in both the Accreditation Plan and School Improvement Plan at each district school.

PREVENTION

Accordingly, the superintendent may not:

1. Fail to establish an academic focus for all students.

According to research on safe schools that have orderly environments conducive to learning, the most important element is a focus on academic achievement for all students. The district has established an expectation that all schools focus on student achievement for all students through the following:

- The first statement on the School Safety Plan Checklist is “Establish an Academic Focus for All Students.” This expectation is operationalized through the Accreditation/Improvement Plan through the development of effective instructional strategies in all classrooms. Goals in the Accreditation/Improvement Plan must address increasing academic achievement and reducing achievement gaps among groups. Those goals or goals related to students reaching their full potential will continue to be a part of the Accreditation/Improvement Plan.

Goals in the School Improvement Plan must address increasing academic achievement for all students and reducing achievement gaps among groups.

Every year schools measure goals on closing achievement gaps that are reviewed by district leadership. These goals are related to students reaching full potential and will continue to be part of the School Improvement Plan.

- Through the accreditation system, schools will have increased expectations for the achievement of all students. Schools will be accountable for displaying data that:
 - documents increasing achievement on all CSAP assessments
 - documents that cohort groups grow one year for every year in school
 - documents that achievement gaps are narrowing

- documents that special groups of students such as special education, gifted and talented, and English Language Learners are making progress according to their potential
- documents that effective strategies are being implemented in the school to improve instruction
- The Strategic Plan includes the following goal and objectives that are operationalized through specific targets related to student achievement. All schools are accountable for building their Accreditation/Improvement Plan to align with the Strategic Plan. The Strategic Plan sets a clear expectation that student achievement is our focus as an organization. One of our goals is:

All students will graduate with meaningful choices for their future as a result of the quality instruction and rigorous curricula in Jeffco schools.

- Objective 1: Ensure all students demonstrate achievement of academic content standards.
- Objective 2: ~~Ensure all students with special needs demonstrate achievement of academic content standards and receive appropriate services and instruction~~
ENSURE ALL STUDENTS RECEIVE APPROPRIATE INTERVENTIONS TO MEET OR EXCEED ACADEMIC CONTENT STANDARDS.
- Objective 7: Ensure all students and staff ~~MEMBERS~~ **HAVE** safe, respectful, and orderly school environments that increase student achievement.

Each of the above points is an example of how the district sets clear expectations for an academic focus for all students.

2. Fail to provide a districtwide expectation that all students and staff will be treated with dignity and respect.

Treating all students and staff with dignity and respect is a goal of Jefferson County Public Schools. That expectation is stated in the following ways:

- The Student Conduct Code includes policies that outline the expectations for respectful behavior in our schools. Those policies include the following:
 - JI, Student Rights and Responsibilities, which states the following:

The purpose of this policy is to establish a renewed trust based on the humane values of self-respect and respect for others.... It is thus the responsibility of each student to respect the rights of all who are involved in the educational process.

- JBC, Prevention of Bullying

- JBB, Harassment of Students
 - JK, and Regulation JK-R, Student Discipline
 - JKD/JKE-1/JKE-2 and accompanying regulations, Student Suspension/Expulsion
 - JKDA/JKEA, Grounds for Suspension/Expulsion
 - AC, Unlawful Discrimination/Equal Opportunity
- The “Make Your Voice Heard” survey measures student perceptions of whether they are treated with respect in their schools. The results from the 1999-2000 survey were included in the monitoring report for EL-16, Treatment of Students, which was given to the members of Board of Education on September 16, 2001. The 2005-2006 survey included the questions listed below with the following results.

Elementary:

I feel safe at school.

87% strongly agree/agree, 9% neutral

I am learning to respect people and cultures who are different from me.

90% strongly agree/agree, 7% neutral

I am learning how people are alike in some ways and different in other ways. 80.9% strongly agree/agree, 14.5% neutral

The teachers at my school respect all kids.

91% strongly agree/agree, 6% neutral

The teachers at my school believe I can learn.

96% strongly agree/agree, 3% neutral

The teachers at my school like me and care about me.

91% strongly agree/agree, 7% neutral

I am learning ways to cooperate with all people.

82% strongly agree/agree, 14.0% neutral

Middle Level:

I feel protected from harassment, intimidation, and discrimination in my school.

57% strongly agree/agree, 21% neutral

My teachers listen to me.

69% strongly agree/agree, 19% neutral

I feel safe in school.

70% strongly agree/agree, 19% neutral

I am treated respectfully by the staff at this school.

73% strongly agree/agree, 17% neutral

I am treated fairly by administrators.

67% strongly agree/agree, 21.6% neutral

I am respectful of people from other cultures and people who are different from me.

94% strongly agree/agree, 4% neutral

Senior High:

This is an accepting, tolerant school where I feel welcome.

64% strongly agree/agree, 22% neutral

I feel safe in school.

71% strongly agree/agree, 19% neutral

The staff at this school respects people from all cultures and races.

73% strongly agree/agree, 17% neutral

I am respectful of people from other cultures and races from me.

90% strongly agree/agree, 7% neutral

I am listened to and respected by all staff in this school.

52% strongly agree/agree, 25% neutral

Some groups of students in this school are treated with favoritism by some of the staff.

62% strongly agree/agree, 23% neutral

This is an accepting, tolerant school where I feel welcome.

64% strongly agree/agree, 22% neutral

The results of questions that deal with respect for students were discussed in the 2003 monitoring report for EL 16, Treatment of Students, on May 30, 2006.

- The district values of teamwork, integrity, respect for people, and exemplary performance set an expectation for all staff that others are treated with dignity and respect. Those values are included in the evaluation for administrative staff. As part of the evaluation process, community superintendents' and managers gather data and assess principals and other administrators on how they model and adhere to the district values through the following standard and criteria:

Standard 2: The administrator behaves ethically and creates an environment that encourages responsibility, ethics, and citizenship in self and others.

- **Criteria 1:** Treats everyone equitably with dignity and respect.
 - **Criteria 2:** Recognizes and respects human diversity and works to achieve district diversity goals in both employment and student achievement.
 - **Criteria 3:** Demonstrates district values of teamwork, integrity, exemplary performance, and valuing people.
- The JCEA (Jefferson County Education Association) and CSEA (Classified School Employees Association) contracts define processes and expectations for all employees that result in fairness and dignity for staff members.

3. Fail to establish and implement appropriate standards/consequences for student behavior.

The district establishes appropriate standards and consequences for student behavior through the following:

- The Student Conduct Code clearly outlines expectations and consequences for student behavior based on state statute and district policy. All schools and students must adhere to the expectations outlined in the Student Conduct Code. The district expects that students receive instruction in the expectations in the Student Conduct Code, and the School Safety Plan includes the following expectation: "Instruct all students in the expectations in the Student Conduct Code and ensure a sign-off procedure." In addition, schools are expected to ensure that all new students receive a copy of the Student

Conduct Code and that they receive instruction in the expectations included in the Student Conduct Code through the school based “Newcomer Strategy.”

- The School Safety Plan also sets the expectation that schools develop and post “school norms” in all classrooms.
- The district contract with JCEA establishes that all schools must have a student discipline committee. That committee may be established separate from other committees or may be an existing committee. That committee is expected to implement school based expectations and consequences for student behavior.

4. Fail to identify and provide adequate resources for the implementation of school based prevention programs.

All schools are required to implement one or more school based prevention programs. Each year, the Student Services office develops a list of approved school based prevention programs. The original list was provided to the Board of Education as part of the School Safety Plan in June 2001, August 2001, and October 2001. The current School Safety Plan Checklist for each school is available in the community superintendents’ office. All schools have implemented one or more of those programs unless the school has the approval of the Student Services office to do a different program. This list of programs is updated to reflect the most effective programs based on current prevention research. In order to provide for the program, the following steps are taken:

- To support schools in implementation of programs, \$1.00 per student is given directly to schools. The use of those funds is determined by the school site within the parameters of the approved programs.
- Approximately one-half of Federal Title IV funding (excluding staff salaries) is retained by the Student Services office to support district programs and training around violence prevention and substance abuse.
- A total of ~~two~~ **THREE** administrative staff members will continue to work in Student Services office. The addition of one staff member has allowed more supervision of training programs and more work directly with students to implement effective programs.
- When appropriate, additional grant funds are sought to further enhance the work of creating safe, disciplined and drug-free schools. During the 2004-2005 school year, Student Services piloted a new initiative in seven Jeffco elementary schools. The positive behavioral support program is a school wide effort to maintain safe, welcoming, learning environments. **THERE ARE NOW 72 SCHOOLS PARTICIPATING IN THE PBS PROGRAM.**

Many schools create “homegrown” programs. They identify critical components of research based programs and tailor them to fit the needs of the students at their school. These programs are approved by the director of Student Services.

5. Fail to provide opportunities for partnerships and cooperation between the district, governmental, and response agencies.

The Jefferson County School District has a long history of developing partnerships that foster cooperation and mutual communication with a variety of district, governmental, and response agencies. Many of these partnerships are described below:

- Over two years ago, members from various Jefferson County local law enforcement agencies were trained by Jeffco School District employees in our Emergency Management Plan (EMP) procedures and then served as assistant trainers as the district trained school site personnel during the first year of EMP implementation. School sites collaborate with local law enforcement and fire department personnel during school crisis practice drills. Personnel from these organizations are asked to observe the drill as it progresses and then make suggestions for response improvement.
- Our district Safety, Security and Emergency Planning department personnel meet regularly with representatives from local law enforcement agencies, and the district's security patrol officers and dispatchers train with personnel from the sheriff's department. The Executive Director of Safety, Security and Emergency Planning has an increasing role in this area.
- The district has developed a partnership with the American Red Cross so that school sites may be utilized as emergency shelters during a crisis situation. This written agreement provides for organizational and communication guidelines, identifies school and Red Cross responsibilities, and provides for a joint decision making structure.
- The district engaged with the Jefferson County Emergency Management Agency in an air disaster simulation in the spring of 2004. A continuing relationship with the Jefferson County Emergency Management Agency is a part of our emergency preparedness commitment for the ~~2006-2007~~ **2007-2008** school year.
- The Executive Director of Safety, Security and Emergency Planning will broaden the work of the district in developing swat protocols.
- The Jefferson County School District has an ongoing partnership with the Jefferson Center for Mental Health and Jefferson Community Crisis Response Team that supports district staff in responding to the mental health and recovery needs of staff and students should a major crisis occur in the district. The district has collaborated for a number of years with the Juvenile Assessment Center to support our needs with students in trouble.

6. Fail to provide and implement a chemical safety plan for district sites.

The district has developed a Chemical Safety Plan for the areas of art and science. District personnel, including representation from teachers, Department for Learning and Educational Achievement, Environmental Services, Safety, Security, and Emergency Planning and community superintendents worked to identify key components based on state and local safety

regulations. Those components also included the purchase, acquisition, storage, inventory, and disposal of appropriate chemical supplies in the areas of art, science, and custodial use. The plan also addresses the areas of chemical spill cleanup and equipment, as well as staff training and accountability.

The Science Safety Guide was published and implemented in all district high schools during the 2002-2003 school year. The guide was implemented in all middle schools during the 2003-2004 school year. All science teachers and principals received training and a copy of the guide. Initial chemical safety surveys were conducted to assure schools were compliant with the requirements of the plan. Schools conduct yearly chemical safety surveys to continue safe learning environments. New science teachers are trained each year as part of the district induction program.

The Art Safety Plan was incorporated into the existing district art guide and is available to schools online. Art teachers were trained and new teachers receive training through the district induction program.

7. Fail to provide for the safe use of school facilities by outside organizations.

At the start of the 1999-2000 school year, the district developed safety requirements for the use of school facilities by outside organizations. These safety requirements were added to the district Building Use Agreement contract and must be signed off on by any outside organization seeking approval to use school facilities. District policy KF and regulation KF-R have been modified to reflect these changes. School administrators were trained in these new expectations when the new contract became operational. This process continues yearly as we reinforce the need for safety in schools regardless of who is using our facility.

INTERVENTION

Accordingly, the superintendent may not:

1. Fail to identify, provide, and train district staff for school based intervention programs.

Exceptional Student Services has provided training to schools to assist them in establishing a student study team. Schools are required to have a student study team in place as part of their School Safety Plan. The School Safety Plan Checklist includes the expectation: "establish the student study team as described by Exceptional Student Services." All neighborhood and option schools have an established team. Ongoing training has been provided on a variety of issues on team functioning and topics specific to interventions.

The building based team includes staff members from both general and special education. Staff members refer students to the team when they exhibit academic, social, and/or emotional problems that are of concern. The committee works together to gather the necessary data, discuss interventions, develop a plan of action, and to include the staff most directly involved

with the student in the discussion. There may be a recommendation to proceed with a special education referral but this doesn't occur until other interventions have been used. Future training will be needs based in terms of topics.

2. Fail to develop, train district staff, and implement a ~~risk~~ THREAT assessment plan.

~~Risk~~ **THREAT** assessment is a process for helping schools successfully manage violence risk. The district has developed a ~~risk~~ **THREAT** assessment process that supports district personnel in making informed judgments about the credibility and seriousness of a threat and the extent to which the individual making the threat appears to have the resources, intent, and motivation to carry out the threat.

District ~~risk~~ **THREAT** assessment teams are comprised of appropriate school personnel who respond to student/staff threats when appropriate. Their charge is to:

- react to potential violence risk situations and gather/evaluate appropriate information
- locate resources to help manage a potential threat
- advise district ~~risk~~ **THREAT** assessment decision makers on risk potential variables
- forward violence risk concerns and information to the Area ~~Risk~~ **THREAT** Assessment Team for review and possible action

In February of 2002 the Jefferson County School District conducted risk assessment training for every district school. This training is a component of our overall district Emergency Management Plan and School Safety Checklist expectations. There are ~~two~~ **SIX** mandatory training sessions scheduled during the ~~2006-2007~~ **2007-2008** school year and appropriate staff members from each site will attend one of these training sessions. Each school site will send a team of staff members. School administrators determined which school personnel were appropriate to attend the training.

School teams are comprised of the following individuals:

- Elementary: principal, psych/social worker, one teacher
- Middle School: principal, assistant principal (if possible), two counselors, psych/social worker, SRO, one teacher
- High School: principal, assistant principal, two counselors, psych/social worker, SRO, one teacher
- Charter School: principal, psych/social worker, and/or one teacher

3. Fail to provide district counseling services to students and staff.

All staff members have access to counseling through the Employee Assistance Program. The office is staffed with two full-time administrative employees who serve as employee assistance counselors and a half-time clerical support. The services offered include assessment, short term counseling, referral to community resources, consultations for supervisors about troubled employees or work teams, training and conflict resolution, and mediation. The problems that are dealt with in the Employee Assistance Program include job related concerns, conflict at work, couples and family issues, alcohol and drug use, grief and loss, domestic violence, balancing

work and family, financial problems, and stress or life crisis. The current statistics indicate that between ~~August 1, 2005~~ **JANUARY 1, 2006** and ~~June 15, 2006~~ **JUNE 15, 2007** the Employee Assistance Program worked with ~~425~~ **467** cases that include all employee categories, licensed educators, classified employees, and administrators.

Students in middle schools and senior high schools have access to counselors. While schools determine how their counselors are assigned responsibilities, the director of Student Services has led the counselors in developing the Jeffco Comprehensive Guidance and Counseling Program, which includes the following four components:

- Guidance Curriculum: Provides guidance content in a systematic way to all students
- Individual Programming: Assists students in programming, monitoring, and managing their personal, academic, and career development
- Responsive Services: Addresses the immediate concerns of students including the addition of a suicide prevention program for the fall 2003
- The district has a practice to provide additional personnel and services in the case of a staff or student death
- System Support: Includes program, staff, and school support activities and services

The purpose of the program is to assist schools in planning, designing, and implementing ways to serve the needs of all students. The program is intended to provide structure, direction, and accountability as schools help students make successful life transitions. The program was field tested in all secondary schools during the 2001-2002 school year. During the fourth quarter, schools will be asked to submit feedback on the program. Revisions will be made following the feedback. The Board of Education received an Ends report on counseling during May 2002.

4. Fail to establish the expectation that adults will intervene in and report incidents of bullying and harassment.

The expectation that adults intervene and report bullying is established in district policy JBC, Prevention of Bullying. The following language is included in the policy:

- All administrators, teachers, classified staff, and students share the responsibility to ensure that bullying does not occur at any district school, on any district property, at any district or school-sanctioned activities or events, when students are being transported in any vehicle dispatched by the district or one of its schools, off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event. Toward that end:
 - All administrators and teachers who have any incident of bullying reported to them shall promptly forward the report(s) to the principal or principal's designee for appropriate action.
 - All administrators, teachers, and classified staff who witness student bullying in any such circumstance shall immediately take appropriate action to stop the bullying, as prescribed by the district and building principal and shall promptly report the bullying to the principal or principal's designee for appropriate action.

The expectation that adults intervene and report harassment is established in district policy JBB, Harassment of Students. The following language is included in the policy:

- The Board of Education is committed to maintaining a learning environment for students that is free from harassment based on an individual's race, color, religion, national origin, ancestry, sex, sexual orientation, or disability. All such harassment by district employees, students, and third parties is strictly prohibited.
 - All administrators and teachers who have such harassment reported to them shall promptly forward the report(s) to the principal or principal's designee for appropriate action. If the harassment is purportedly being committed by the principal or another administrator in the building, the report(s) shall be forwarded to the community superintendent.
 - All district employees who witness such harassment shall take prompt and effective action to stop it, as prescribed by the district and building principal, and shall promptly report the harassment to the principal or principal's designee for effective action. If the harassment is being committed by the principal or another administrator in the building, the report shall be made to the community superintendent.
 - In order to be proactive and to ensure that district administrators have appropriate skills, legal counsel provided harassment training for all licensed and non-licensed administrators in January and February, 2003 AND IN FEBRUARY AND MARCH, 2005. Follow-up sessions will be scheduled as necessary.

5. Fail to establish the norm that reporting threats, bullying, and/or harassing behavior or intent is appropriate and expected.

The two policies cited above, JBC, Prevention of Bullying, and JBB, Harassment of Students, set the expectation that all adults intervene with and report incidents of bullying and harassment. The same policies include language regarding students as follows:

Prevention of Bullying

- All students who believe they have been victims of bullying in any such circumstance shall immediately report it to an administrator or teacher at their school.
- All students who witness student bullying in any such circumstance shall immediately report it to an administrator or teacher at their school.

Harassment of Students

- All students who believe they have been victims of such harassment shall immediately report it to an administrator or teacher at their school. If the harassment is being committed by the principal or another administrator in the building, the report shall be made to the community superintendent.

- All students who witness such harassment shall immediately report it to an administrator or teacher at their school. If the harassment is being committed by the principal or another administrator in the building, the report shall be made to the community superintendent.

In addition, the School Safety Plan and School Safety Checklist require that schools:

- Establish the expectation with all students, staff, and parents to immediately report concerns about and threat to student and staff safety, including bullying and harassment.

EMERGENCY/CRISIS RESPONSE

Accordingly, the superintendent may not:

- 1. Fail to provide a presentation of the District's safety plan with the monitoring report to the Board of Education.**

The Jefferson County School District has developed and implemented a comprehensive Emergency Management Plan for all district school facilities. The Emergency Management Plan was first given to the members of the Board of Education on December 8, 2000. This comprehensive plan addresses both natural and man-made crisis situations. It provides a guide to effective emergency decision making that includes school lockdown, evacuation, and hazardous materials situations, as well as student-parent reunification and emergency communication strategies. It also provides for a building wide command and control organizational structure, the Incident Command System that is currently in use by both law enforcement and fire department personnel. The plan itself comes in two versions, one a comprehensive three ring binder version and the other a shortened flip chart version for actual emergency use. Every district school has copies of both versions of the Emergency Management Plan and additional copies are available upon request from the district warehouse. The plan has recently been revised to include an expanded section on bomb threats and new information on bio-terrorism.

Each school is required to have a Building Emergency Response Team (BERT) that is trained and operational. This team is comprised of approximately six to twelve staff members depending on school size. Each position within this team has specific emergency response responsibilities and is trained in emergency action. The school administration determines which staff members participate on the Building Emergency Response Team.

In order to support the written Emergency Management Plan, the district developed and implemented a districtwide training program over two years ago. This four-hour initial training covers topics such as emergency communication and decision making, emergency response, hazard identification, weapons in schools, emergency command/control structure, student/staff responsibilities, mental health support, and return to school issues. A major portion of this training involves each building team in a tabletop activity where they respond to a fictitious school emergency situation. There is also a one-hour training specific to each building level

emergency staff position's responsibility, i.e. incident commander, liaison officer, public information officer, documentation, logistics, and operations chief. Individual emergency position responsibilities are addressed during this training. Members of each school BERT have participated in the four-hour and one-hour training sessions. Ongoing training is provided each year for BERT members who are new to their position at the start of the school year.

The district also has in place a District Emergency Response Team (DERT) that provides support to individual schools involved in a crisis situation. This district level team is comprised of administrators and managers including the community superintendents, legal counsel, and members from the following departments: Communications Services, Department for Learning and Educational Achievement, Safety, Security and Emergency Planning, Human Resources, Student Services, Transportation, Building and Management Facility Use, Budget Management, Facilities Management and Maintenance, Construction Planning and Design, Insurance/Risk Management, Purchasing, and Information Technology. In the event of a major district emergency, the Executive Director of Safety, Security and Emergency Planning will convene the DERT Team.

If an emergency situation warrants district level intervention and support, members of this team are contacted and asked to assemble at the district Emergency Operations Center (EOC) located in the administration building. They maintain contact with the emergency site throughout the emergency and provide support in the form of district personnel, supplies/materials, mental health support, communications, facility management, parent-student reunification, transportation, legal advice, security, decision making, funding, etc.

A Site Emergency Response Plan has been developed for the district Educational Services Center facility. This plan parallels our overall district Emergency Management Plan and provides for effective emergency response.

The district Safety, Security and Emergency Planning department continues to work on a process of developing emergency response plans for non-school site facilities such as area transportation hubs and the buildings located on Quail Street. The 10th and Wadsworth site was completed in December 2002.

Additionally, an emergency response plan for the Educational Services Center is in place and was implemented in the spring of 2003. An intercom system has been installed and was tested on January 31, 2003.

A summary of Colorado state law (Senate Bills 133 and 80) addressing school safety is included in the School Safety Plan, which was provided to members of the Board of Education in June, August, and October of 2001.

2. Fail to establish guidelines for site safety drills.

The district has established guidelines for each school facility and staff pertaining to site safety drills. Current district policy requires that each school site conduct one fire evacuation drill per

month in addition to one emergency response drill each semester. The expectations are stated in district policy EBCB and Board Executive Limitations

EL-18.

3. Fail to provide for student and staff training in emergency procedures.

Each school site provides emergency procedure training for the members of their school staff. This training instructs staff members on the building emergency response organization and communication strategies, as well as their responsibilities during a crisis situation. Classroom teachers instruct students at the start of each school year about emergency signals and student responsibility during an emergency.

4. Fail to provide a record keeping system for emergency occurrences.

When an emergency situation occurs at the school building level, a Building Level Emergency Tracking Form is completed as soon as possible. This form records and tracks information pertaining to the emergency situation. A copy is then forwarded to the community superintendents' office immediately.

If a bomb threat is received at any district school site, the responding school personnel complete a Bomb Threat Phone Call Form. This form follows the recommended format developed by the FBI.

When an emergency situation occurs at the school building level, a member of the Site Emergency Response Team contacts the community superintendents' office as soon as possible. The assistants in the community superintendent's office, using the emergency information from building site personnel, complete the community superintendents' Emergency Communication Form. Each community superintendents' assistant then communicates that information to the Superintendent, Chief Academic Officer, Communications Services department, Safety, Security and Emergency Planning department, and community superintendents'. Updates are provided as additional information becomes available.

If any additional district departments (DERT) become involved in an emergency situation, personnel from each department keep records of their involvement.

5. Fail to provide a districtwide emergency communication system.

The community superintendents' office serves as the district emergency communications hub. School sites, except charter schools, have an assigned red emergency phone with a special emergency phone number that is not a 982 prefix. This red phone is located in the main office of each school for easy access. This phone will remain operational even if our 982 exchange is shut down and the school experiences a power loss. The community superintendents' office also has a red emergency phone that operates just as the school site phone. Each school has the community superintendents' emergency red phone number placed on school telephones located in appropriate school offices. The community superintendents' office also has a complete listing of all school emergency red phone numbers. This system enables school sites and the district to

maintain communications throughout an emergency unless major extenuating circumstances occur.

When an emergency situation occurs at the school building level, a member of the Site Emergency Response Team contacts the community superintendents' office as soon as possible. The assistants in the community superintendents' office, using the emergency information from building site personnel, complete the Emergency Communication Form. Each community superintendent's assistant then communicates that information to the Superintendent, Chief Academic Officer, Communications department, Safety, Security and Emergency Planning department, and community superintendents. Updates are provided as additional information becomes available.

The district has implemented a districtwide emergency phone communication system. This system will build on the red phone system described earlier.

Whenever an emergency situation occurs in the district, appropriate district central office personnel are assigned to contact the Board of Education, BERT team members, articulation area school administration, parents and students of impacted school(s), and provide districtwide communication with all school personnel if appropriate.

Community superintendents have access to walkie talkies for community superintendents, school administration, district security, and law enforcement use during an emergency situation. These walkie talkies are taken to the emergency location and distributed to appropriate personnel to facilitate emergency communication at the school site.

Jefferson County School District participates in a countywide two-way radio network along with other participating agencies such as municipalities, law enforcement, and emergency response agencies. This network allows us to communicate on common radio frequencies in the event of a major crisis or emergency situation.

6. Fail to establish and implement a safety and security policy requiring annual inspections of buildings, addressing the removal of hazards, vandalism, and any other barriers to the safety and supervision of students.

The district has in place a policy that requires annual inspections of school buildings and district facilities and addresses hazard removal, vandalism, and other facility safety concerns.

District security personnel, both the day and night shift, document and report safety and security hazards, as well as vandalism and graffiti, during their regular after school hour patrols. Security personnel are receiving additional training in the identification of safety and security hazards.

Members of the district Safety, Security and Emergency Planning department are currently developing safety and emergency response plans for all non-school district sites.

APPENDIX:

THE FOLLOWING SCHOOL SAFETY PLAN CHECKLIST WILL BE COMPLETED BY SCHOOLS AND SUBMITTED TO COMMUNITY SUPERINTENDENTS BY ~~SEPTEMBER 13, 2006~~ **SEPTEMBER 14, 2007** AND ~~APRIL 4, 2007~~ **APRIL 4, 2008**.*

(PLEASE FILL IN SCHOOL NAME)

*The following School Safety Plan Checklist will be completed by schools and submitted to Community Superintendents on September 14, 2007, and April 4, 2008.**

School Safety Plan Checklist

School Safety Plan Requirements

- Establish an Academic Focus for All Students
- Implement Prevention Initiatives
- Plan Intervention Strategies
- Cultivate Partnerships
- Prepare to Respond to Crisis

These are the components documented in current literature that contribute to safe and respectful school environments. Consequently, all Jeffco Public Schools are required to ensure that all of the following components of the School Safety Plan Checklist are implemented annually.

Establish an Academic Focus for All Students

(Aligned with Ends Policies 2 and 3, the Strategic Plan and Accreditation Requirements)

- Complete the School Improvement Plan and ensure that goals address:
 - High academic achievement expectations for all students.
 - The achievement gap by reducing disparities in achievement.
- Every student is expected to engage in the learning process.

Implement Prevention Initiatives

(Aligned with Board of Education Ends Policies 4 and 5 [see Policies and Statutes section] and with the Strategic Plan)

- Implement a "Newcomer Strategy" to support new students becoming part of the school community.
- Establish and post "school norms" in all classrooms regarding respectful environments.
- Establish the School Safety Team or assign responsibility to an existing committee that considers broad-based safety issues at the site.**
- Establish the expectation with all students, staff, and parents to immediately report concerns about, and threats to, student and staff safety, including bullying and harassment.
- Instruct all students in the expectations in the Student Conduct Code and ensure a sign-off procedure.
- Identify specific building entrances for use during and after school hours. All other doors remain locked.
- Develop a plan for after-hours security in the building, including a procedure for key distribution.
- Develop a plan for visitors to check into the school office and be assigned a visitor's identification badge/pass.

* Implementation of this School Safety Plan will impact the administrator's evaluation as determined by Standard 4: The administrator organizes and manages the human and financial resources to create a safe and effective working and learning environment consistent with federal, state, and District approved policies, procedures, statutes, and contracts. Criteria 4: Provide a safe working and learning environment.

** Committees referenced here may overlap in memberships and responsibilities.

Implement or plan to transition to one of the following recommended programs (descriptions can be found in the Safety Plan) using Safe and Drug Free Funds. Any exceptions must be pre-approved by the Student Services Department.

<u>Recommended Programs</u>	<u>Grade Levels</u>
Second Step	Pre-K – 9th
Steps to Respect	3rd – 6th
Project Alert	Middle School
Life Skills	3rd – 9th
Choosing Not to Use	Middle School
Positive Behavior Support	Pre-K – 12th
Not on Tobacco (NOT)	Secondary
Safe-2-Tell	Pre-K – 12th
True Colors	Middle School - Adult
Challenge Day/Program	Secondary

Prevention Programs used (please list specific program titles):

- | <u>Program</u> | <u>Grade Levels</u> |
|----------------|---------------------|
| 1. | |
| 2. | |
| 3. | |
| 4. | |

Plan Intervention Strategies

(Aligned with Strategic Plan and the School Improvement Plan)

- Establish a **Threat** Assessment Team and participate in training.
- Establish the Student Study Team as described by the Division of Instruction/Exceptional Student Services.
- Ensure that campus supervisors, counselors, psychologists, social workers, and teachers (as appropriate) participate in training in intervention strategies, including suicide prevention.
- Establish a Crisis Response Team to respond to mental health issues as related to school crisis situations. **

Cultivate Partnerships

(Aligned with the Strategic Plan and School Improvement Plan)

- Include the “Welcoming Environment” Goal in the School Improvement Plan.

- Forge an active relationship with law enforcement and sustain communication.
- Partner with Jefferson Center for Mental Health, the Juvenile Assessment Center, Jeffco Community Crisis Response Team, community organizations, and Jefferson County Human Services as needed and as appropriate.

Prepare to Respond to Crisis
(Aligned with the Strategic Plan)

- Use the Emergency Management Plan as a basis for crisis response and to develop individual crisis plans.
- Post the District Emergency (RED) Telephone number on office telephones for staff reference. All office and administrative personnel have been trained to call the number – 303-216-2978 - (located in the Community Superintendents' Office) in the event of an emergency or crisis. After working hours, District Security should be called at 303-232-8688 or 303-982-2445.
- Create an Emergency "Go Kit" with emergency response information, including building layouts and other essential informational items, such as individual school emergency plans, class lists, and telephone numbers.
- Identify specific staff members to be part of the Building Emergency Response Team. Verify that BERT members have received emergency management training. **
- Schedule and complete an annual emergency management training session, including Threat Assessment, for all school staff. The training should occur no later than September 28, 2007.

Date of Scheduled Training: _____

- Schedule and complete an annual emergency management training session for all students. The training should occur no later than September 28, 2007.

Date of Scheduled Training: _____

- Schedule and complete a review of emergency evacuation plans, in collaboration with the community's law enforcement and emergency/fire responders as required under the 2003 International Fire Code. The review should occur no later than September 28, 2007.

Date of Scheduled Review: _____

- Schedule and complete, once per semester, emergency response drills in collaboration with the community's law enforcement and emergency/fire responders. (Please provide at least two weeks notice to emergency responders). The first drill should occur no later than September 28, 2007. The second drill should occur no later than February 1, 2008.

Dates of Scheduled Drills: _____

- Identify potential hazardous situations that are unique to the school, and develop an Incident Action Plan to respond if a unique emergency situation occurs.
- Complete an up-to-date list of all mobility impaired persons or persons requiring specialized assistance in the event of an evacuation, to include names, classrooms, if relocated to an Area-of-Refuge, and other necessary information. This information should be kept at the Incident Command Post (ICP) and must be conveyed to emergency responders to ensure the safety of those individuals. This information should also be posted near the fire alarm panel, and included in the Master and Teacher Evacuation Checklists, as well as in the Emergency "Go Kit."

Thank You. Please return to your Community Superintendent.

*** Committees referenced may overlap in memberships and responsibilities.*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-188

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-18,
School Safety

ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-18, School Safety, is brought forward to give the Board an opportunity to make any changes to the policy it deems necessary.
3. On July 12, the Board of Education began a review of its executive limitation policies. Revisions were made to EL-18, School Safety, to consolidate and clarify Board direction through policy language. Board values related to school safety issues in policy language will be addressed after further Board discussion.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts for 30-day study Board executive limitation policy EL-18, School Safety.

ORIGINATOR: Helen Neal 

DATE: August 27, 2007

APPROVED: Cynthia Stevenson 

**Policy Executive Limitations (EL-18)
SCHOOL SAFETY**

Adopted: June 7, 2001
Revised: ~~March 13, 2003~~

OCTOBER 11, 2007
Monitoring Method: Internal
Monitoring Frequency: Annually - June

THE SUPERINTENDENT SHALL NOT FAIL TO PROVIDE....~~JEFFERSON COUNTY SCHOOL BOARD SAFETY MISSION STATEMENT:~~

~~It is the goal of the Jefferson County School District to provide a safe school environment (or SAFETY?) for all students and district employees. The ability to prevent, intervene and respond to school emergency and disaster situations is essential in achieving this goal.~~

Therefore, the district must develop, implement, and assess strategies in the following three areas:

- Prevention
- (PROMPT?) Intervention
- Emergency/Crisis Response

PREVENTION

Accordingly, the superintendent may not:

1. Fail to establish an academic focus for all students.
2. Fail to provide a districtwide expectation that all students and staff will be treated with dignity and respect.
3. Fail to establish and implement appropriate standards/consequences for student behavior.
4. Fail to identify and provide adequate resources for the implementation of school based prevention programs.
5. Fail to provide opportunities for partnerships and cooperation between the district, governmental, and response agencies.
6. Fail to provide and implement a chemical safety plan for district sites.
7. Fail to provide for the safe use of school facilities by outside organizations.

INTERVENTION

Accordingly, the superintendent may not:

1. Fail to identify, provide, and train district staff for school based intervention programs.
2. Fail to develop, train district staff, and implement a risk assessment plan.
3. Fail to provide district-counseling services to students and staff.
4. Fail to establish the expectation that adults will intervene in and report incidents of bullying and harassment.
5. Fail to establish the norm that reporting threats, bullying, and/or harassing behavior or intent is appropriate and expected.

EMERGENCY/CRISIS RESPONSE

Accordingly, the superintendent may not:

1. Fail to provide a presentation of the District's safety plan with the monitoring report to the Board of Education.
2. Fail to establish guidelines for site safety drills.
3. Fail to provide for student and staff training in emergency procedures.

4. Fail to provide a record keeping system for emergency occurrences.
5. Fail to provide a districtwide emergency communication system.
6. Fail to establish and implement a safety and security policy requiring annual inspections of buildings, addressing the removal of hazards, vandalism, and any other barriers to the safety and supervision of students.

Monitoring report indicators:

~~List all documents received by Board of Education within reporting period; report on data collected as well as comparison data between years, processes used, actions taken, check alignment of District policies and procedures with Board policy and expectations and actions, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.~~

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-002/7

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Employment (EL3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. One hundred four (104) licensed positions have been offered.
4. Thirty-six (36) classified positions have been offered.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the employment of personnel as outlined above and in the background of the agenda.

ORIGINATOR:

Amy Weber *AW*

DATE: August 27, 2007

Lorie B. Gillis *LBG*

APPROVED:

Cynthia Stevenson

5. Licensed Employees

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Armbrustmacher	Elizabeth	Teacher, Secondary	Everitt Middle	08/16/2007
Ayers	Sara	Homebound Teacher	Homebound/Health Services	08/16/2007
Balderrama	Natalie	Teacher, Elementary	Westridge Elementary	08/16/2007
Bane	Melinda	Teacher Librarian	Everitt Middle	08/13/2007
Beabout	Alicia	Teacher, Elementary	West Jefferson Elementary	08/16/2007
Bergdahl	Gayle	Teacher, Secondary	Brady Exploration School	08/16/2007
Blackwell	Jennifer	Teacher, Elementary	Columbine Hills Elementary	08/16/2007
Boyle	Marian	Nurse	Homebound/Health Services	08/16/2007
Bragg	Lindsay	Teacher, Elementary	Green Mountain Elementary	08/16/2007
Braley	Joan	Counselor	Bear Creek Elementary	08/15/2007
Caesar	Margaretta	Teacher, Secondary	West Jefferson Middle	08/16/2007
Carlill	Diana	Teacher Librarian	Brady Exploration School	08/13/2007
Carlson	Shannon	Teacher, Elementary	Molholm Elementary	08/16/2007
Carswell	Kelly	Teacher, PC/EH	Jeffco Open Secondary	08/16/2007
Cavaliere	Katrina	Teacher, Secondary	Summit Ridge Middle	08/16/2007
Conway	Joyce	Nurse	Homebound/Health Services	08/16/2007
Cordova	Valerie	Teacher, Elementary	Swanson Elementary	08/16/2007
Cortelli	Gwynne	Teacher, Autistic	Green Mountain Elementary	08/16/2007
Cox	Becky	Teacher Librarian	Glennon Heights Elementary	08/13/2007
Davis	Diana	Teacher, PC/EH	Warren Occupational Tech	08/16/2007
Davis	Patricia	Teacher, Elementary	Stein Elementary	08/16/2007
DeMont	Kristina	Teacher, Elementary	Bergen Meadow Elementary	08/16/2007
DePue	Marya	Counselor	Columbine Senior	08/16/2007
Drafts	Theresa	Teacher, Elementary	Russell Elementary	08/16/2007
Farlander	Gretchen	Teacher, SIED	Normandy Elementary	08/16/2007
Feller	Christy	Teacher, Elementary	Parmalee Elementary	08/16/2007
Finch	Martha	Teacher, Elementary	Russell Elementary	08/16/2007
Foster	Margaret	Teacher, Elementary	Ute Meadows Elementary	08/16/2007
Fuenzalida	Amanda	Teacher, Secondary	Conifer Senior	08/16/2007
Gardner	Sharon	Teacher, Secondary	Falcon Bluffs Middle	08/16/2007
George	Allison	Teacher, Title I	Deane Elementary	08/16/2007
Gutierrez	Valerie	Teacher, Elementary	Semper Elementary	08/16/2007
Halingstad	Kimberly	Instructional Coach, Middle	DLEA	08/16/2007
Heldman Jr.	William	Teacher, Secondary	Warren Occupational Tech	08/16/2007
Hizel	Jeanette	Teacher, Elementary	Stott Elementary	08/16/2007
Holling	Pamela	Physical Therapist	Child Find/Preschool Svcs.	08/16/2007
Hooper	Christopher	Teacher, Elementary	Eiber Elementary	08/16/2007
Howarth	Mark	Teacher, Secondary	Drake Middle	08/16/2007
Hughes	Janet	Teacher, Elementary	Kyffin Elementary	08/16/2007
Irvin	Samuel	Homebound Teacher	Homebound/Health Services	08/16/2007
Keller	Michelle	Speech/Lang. Pathologist	Child Find/Preschool Svcs.	08/16/2007
King	Nancy	Teacher Librarian	Arvada Middle	08/13/2007
Klatt	Kelly	Teacher, Preschool	Child Find/Preschool Svcs.	08/16/2007
Kraeger-Pope	Michelle	Teacher, Secondary	Wheat Ridge Senior	08/16/2007
Kraft	Kristine	Instructional Coach, Middle	DLEA	08/16/2007
Ku	Vincent	Teacher, Secondary	Standley Lake Senior	08/16/2007
Layton	Peggy	Teacher, Secondary	Falcon Bluffs Middle	08/16/2007

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Leger	Lisa	Teacher, Elementary	Stein Elementary	08/16/2007
Lehman	Kelley	Teacher, Elementary	Parmalee Elementary	08/16/2007
Linze	Susan	Teacher, Elementary	Vivian Elementary	08/16/2007
London	Elizabeth	Teacher, Elementary	Parmalee Elementary	08/16/2007
Long	Katie	Teacher, Elementary	Fairmount Elementary	08/16/2007
Lopez	Abby	Teacher, Elementary	Lasley Elementary	08/16/2007
Lord	Michael	Teacher, Secondary	Jefferson Senior	08/16/2007
Mannion	Alexandra	Teacher, Elementary	Lasley Elementary	08/16/2007
Mant	Allison	Teacher, Hearing Disability	Maple Grove Elementary	08/16/2007
Matteocci	Arlene	Teacher, Title I	Lumberg Elementary	08/16/2007
Mattson	Jeffrey	Elementary ESL	Stein Elementary	08/16/2007
McDermott	Joseph	Teacher, Elementary	Sheridan Green Elementary	08/16/2007
McElhiney	Todd	Teacher, Secondary	Chatfield Senior	08/16/2007
McInerney	Jamie	Counselor	Ken Caryl Middle	08/15/2007
Meyer	Sandra	Teacher, Elementary	Governor's Ranch Elementary	08/16/2007
Moeschler	Betsy	Teacher, Secondary	Evergreen Middle	08/16/2007
Murnan	Susan	Teacher, Secondary	Golden Senior	08/16/2007
Nelson	Andrea	Teacher, Elementary	Mount Carbon Elementary	08/16/2007
Nervick	Jacqueline	Teacher, SLIC	Conifer Senior	08/16/2007
O'Byrne	Kimberly	Teacher, Elementary	Green Mountain Elementary	08/16/2007
Odegard	Sherry	Teacher, Elementary	Ute Meadows Elementary	08/16/2007
Olson	Kari	Teacher, Elementary	Coal Creek Canyon K-8	08/16/2007
Page	Sherry	Teacher, PC/EH	Wheat Ridge Senior	08/16/2007
Patton	Gloria	Teacher, Elementary	Foster Elementary	08/16/2007
Pearson	Heather	Teacher, Secondary	Arvada West Senior	08/16/2007
Petersen	Kiira	Teacher, Secondary	Ralston Valley Senior	08/16/2007
Recor	Sarah	Teacher, Elementary	Normandy Elementary	08/16/2007
Reed	Carson	High School ESL	Jefferson Senior	08/16/2007
Reilly	Sarah	Teacher, Elementary	Green Mountain Elementary	08/16/2007
Sandquist	Kristen	Teacher, Elementary	Kyffin Elementary	08/16/2007
Schreiner	Robert	Teacher, Elementary	Stevens Elementary	08/16/2007
Sells	Karen	Teacher, Elementary	Fremont Elementary	08/16/2007
Sexton	Stephanie	Teacher, Elementary	Edgewater Elementary	08/16/2007
Shepherd	Mary	Teacher, Secondary	Dakota Ridge Senior	08/16/2007
Sherman	Kristin	Teacher, Title I	Deane Elementary	08/16/2007
Shotwell	Andreia	Teacher, Secondary	Arvada West Senior	08/16/2007
Spradling	Brenda	Teacher, Elementary	Green Mountain Elementary	08/16/2007
Stonerook	Sarah	Teacher, Secondary	Wayne Carle Middle	08/16/2007
Sutton	Rhonda	Teacher, Elementary	Stony Creek Elementary	08/16/2007
Thomas	John	Teacher, PC/EH	Evergreen Senior	08/16/2007
Thomas	P.	Teacher, Elementary	Bergen Meadow Elementary	08/16/2007
Thompson	Bonnie	Teacher, Secondary	Creighton Middle	08/16/2007
Torres	Amanda	Teacher, Elementary	Green Mountain Elementary	08/16/2007
Troutman	Monika	Teacher, Secondary	Drake Middle	08/17/2007
Turgeon	Janet	Nurse	Homebound/Health Services	08/16/2007
Van	Wyhe	Teacher, SIED	Everitt Middle	08/16/2007
Von	Kaenel	Teacher Librarian	Pleasant View Elementary	08/13/2007
Wagner	Angela	Teacher Librarian	Green Mountain Elementary	08/16/2007
Walth	Robin	Teacher, Preschool	Child Find/Preschool Svcs.	08/16/2007
Ward	Kerrie	Teacher, Title I	Russell Elementary	08/16/2007

Wearner	Deborah	Teacher, Secondary	Evergreen Middle	08/16/2007
<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Wells	Lisa	Teacher, Elementary	Weber Elementary	08/16/2007
Wiebe	Sharon	Teacher, Elementary	Westridge Elementary	08/16/2007
Willenbrecht	Kathleen	Teacher, Title I	Stein Elementary	08/16/2007
Wineland	Cori	Teacher, Elementary	Coronado Elementary	08/16/2007
Woodside	Paula	Instructional Coach, Elem.	DLEA	08/16/2007
Yates	Holly	Teacher, Elementary	Martensen Elementary	08/16/2007

6. Classified Employees

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Anaya	Brandon	Technician – School Site	Chief Information Office	08/13/2007
Beaty	Jason	Area Grounds	Landscaping Services	07/23/2007
Boe-Sims	Lisa	Technician – School Site	Chief Information Office	08/13/2007
Christen	Nicole	Secretary	Sierra Elementary	08/02/2007
Christensen	Jennifer	Secretary	Fremont Elementary	08/13/2007
Drake	Kara	Specialist	Student Services	08/15/2007
Eames	Alan	Equipment Repair Driver	IT Printing	08/13/2007
Enck	Allisha	Para-Educator	Evergreen Middle	08/21/2007
English	Gail	Technician – School Site	Chief Information Office	08/13/2007
Hale	Jeanette	Para-Educator	Columbine Senior	08/15/2007
Harter	Robert	Custodian	Custodial Services	08/13/2007
Hollander	Cindy	Secretary	Bell Middle	08/07/2007
Horst	Kari	Technician – School Site	Chief Information Office	08/13/2007
Jiron	Crystal	Food Service Worker	Food and Nutrition Services	08/16/2007
Johnson	Codi	Technician – School Site	Chief Information Office	08/13/2007
Kraft	William	Campus Supervisor	Bear Creek Senior	08/03/2007
Lane	Katherine	Technician – School Site	Chief Information Office	08/13/2007
Losson	Middleton	Part-Time Custodian	Custodial Services	07/16/2007
Luongo	Lynn	Custodian	Custodial Services	08/13/2007
Markham	Heather	Para-Educator	Bergen Meadow Elementary	08/21/2007
Maxwell	Makenzie	Para-Educator	Mitchell Elementary	08/21/2007
Miranda	Sandra	Secretary	Conifer Senior	08/02/2007
Morris	Stephanie	Para-Educator	Mitchell Elementary	08/21/2007
Oleary	Mary	Secretary	Bell Middle	08/02/2007
Peterson	Eric	School Technology Support	Carmody Middle	07/23/2007
Ramic	Senada	Custodian	Custodial Services	08/06/2007
Romero	Heather	Para-Educator	Campbell Elementary	08/21/2007
Sanchez	Ricky	Warehouse Worker	Food and Nutrition Services	08/01/2007
Sandoval	Rodney	Food Service Utility	Food and Nutrition Services	08/17/2007
Sattler	Debra	Technician – School Site	Chief Information Office	08/13/2007
Scherer	Michael	Part-Time Custodian	Custodial Services	08/15/2007
Sutherland	Brenda	Technician – School Site	Chief Information Office	08/13/2007
Waltz	Victoria	Technician – School Site	Chief Information Office	08/13/2007
Wathen	Therese	Technician – School Site	Chief Information Office	08/13/2007
Watson	Craig	Custodian	Custodial Services	06/18/2007
Weeden	Katherine	Technician – School Site	Chief Information Office	08/13/2007

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-003/6

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Administrative Appointments (EL3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. Three (3) school based administrative positions have been offered.
3. Seven (7) central based administrative/professional technical positions have been offered.
4. Five (5) school based administrative positions have been recommended for a transfer.
5. One (1) central based administrative/professional technical positions has been recommended for a transfer.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the administrative appointments as outlined above and in the background of the agenda.

ORIGINATOR:

Amy Weber *AWW*

DATE: August 27, 2007

Lorie B. Gillis *LBG*

APPROVED:

Cynthia Stevenson

	<u>Effective Date</u>
2. SCHOOL BASED ADMINISTRATIVE POSITIONS	
A. Senior High School Assistant Principals	
Asnicar, Tige – Columbine	08/06/2007
Strohm, Tara – Alameda	08/13/2007
B. Elementary School Assistant Principal	
Dillard, Andrea – Edgewater	07/13/2007
3. CENTRAL BASED ADMINISTRATIVE/PROFESSIONAL TECHNICAL POSITIONS	
A. Director, Gifted Programming	
Ashbridge, Susan	08/13/2007
B. Manager, Employment Services	
Bell, David	08/13/2007
C. Specialist, Environmental Health	
Henry, Kimberly	08/13/2007
D. Director, Licensed Employee Relations	
Landry, Janice	07/23/2007
E. Analyst, Business/Project Manager	
Sanders, Dawn	08/13/2007
F. Specialist, Online Education Technical Support	
Wong, John	08/20/2007
G. Manager, Employment Services	
Yenter, Karie	08/13/2007

Background Information

ASHBRIDGE, SUSAN: 1972, M.S., State University of New York College at Cortland, Cortland, New York. 2003-present, Collier County School District, Naples, Florida.

ASNICAR, TIGE: 2000, M.A., University of Colorado, Colorado Springs, Colorado. 2003–present, Horizon High School, Thornton, Colorado.

BELL, DAVID: 1994, M.A., Adams State College, Alamosa, Colorado. 2006-present, Isle of Capri Casinos, Inc., Black Hawk, Colorado.

DILLARD, ANDREA: 1996, M.A., University of Colorado, Denver, Colorado. 2004-present, Greenlee ECE, K-8, Denver, Colorado.

HENRY, KIMBERLY: 2002, B.S., Colorado State University, Fort Collins, Colorado. 2006-present, Hellman & Associates, Golden, Colorado.

LANDRY, JAN: 1983, M.S., Iowa State University, Ames, Iowa. 1997-present, Denver Public Schools, Denver, Colorado.

SANDERS, DAWN: 2002, B.A., Metro State College, Denver, Colorado. 2006-present, SDL International, Superior, Colorado.

STROHM, TARA: 1990, M.A., University of Colorado, Colorado Springs, Colorado. 2001-present, Isaac Newton Middle School, Littleton, Colorado.

WONG, JOHN: 2001, M.A., Stanford University, Stanford, California. 2003-present, Freelance Instructional Designer, Golden, Colorado.

YENTER, KARIE: 1994, B.A., University of Northern Iowa, Cedar Falls, Iowa. 2004-present, Denver Public Schools, Denver, Colorado.

4. SCHOOL BASED ADMINISTRATIVE TRANSFERS

	<u>Effective Date</u>
A. Senior High School Assistant Principals	
Greiner, Debra - Arvada	08/06/2007
Trager, Kenneth – Wheat Ridge	08/06/2007
B. Middle School Assistant Principals	
Fritch, Barry – Ken Caryl	07/30/2007
Pena, Tara – Arvada	07/30/2007
C. Elementary Assistant Principal	
Braginetz, Valerie – Kyffin	08/06/2007

5. CENTRAL BASED ADMINISTRATIVE/PROFESSIONAL TECHNICAL TRANSFER

A. Assistant Director, Athletics and Activities	
Waryan, Kent	08/16/2007

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-004

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Resignations/Terminations (EL3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. Thirty-one (31) administrative resignations have been received.
3. Four hundred forty-six (446) licensed resignations have been received.
4. Eleven (11) licensed terminations have been received.
5. Sixty-nine (69) classified resignations have been received.
6. Eleven (11) classified terminations have been received.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the resignations/terminations of personnel as outlined above and in the background of the agenda.

ORIGINATOR:

Amy Weber

AWW

DATE: August 27, 2007

Lorie B. Gillis

LBG

APPROVED:

Cynthia Stevenson

2. Administrative Resignations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Armon	Jon	Assistant Principal	Arvada Senior	09/01/2007	Retirement
Benitez	Debra	Principal	Vanderhoof Elementary	08/16/2007	Other Position
Burton	Linda	Principal	Dunstan Middle	09/01/2007	Retirement
Clinton	Kathy	Principal	Marshdale Elementary	09/01/2007	Retirement
Compoz	Sarina	Principal	West Woods Elementary	08/16/2007	Personal
Cravens	Karen	Principal	Windy Peak Outdoor Lab	09/01/2007	Retirement
Davis	Brooke	Assistant Principal	Bear Creek Senior	08/16/2007	Personal
Geist	Thomas	Assistant Principal	D'Evelyn Junior/Senior	08/16/2007	Personal
Hansen	Maryellen	Principal	Ken Caryl Middle	09/01/2007	Retirement
Harrison	Patrick	Principal	Wheat Ridge Senior	09/01/2007	Retirement
Henderson	Marlene	Principal	Allendale Elementary	09/01/2007	Retirement
Hoesterey	Debra	Assistant Principal	Lasley Elementary	09/01/2007	Retirement
Jurata-Loving	Susan	Principal	Belmar Elementary	09/01/2007	Retirement
Kelly Jr.	Robert	Assistant Principal	Bear Creek Senior	08/16/2007	Personal
Lindenberger	Paula	Principal	Thomson Elementary	09/01/2007	Retirement
Long	Richard	Assistant Principal	Columbine Senior	08/16/2007	Personal
Marshall	Roslin	Principal	Evergreen Middle	08/16/2007	Personal
Mitchell	Douglas	Assistant Principal	Alameda Senior	09/01/2007	Retirement
Oliver	Heidi	Manager	Purchasing	09/01/2007	Personal
Paige	Susan	Specialist	Information Tech. Support	09/01/2007	Retirement
Pell	B.J.	Principal	Wheat Ridge Middle	09/01/2007	Retirement
Proctor	Diane	Principal	Powderhorn Elementary	09/01/2007	Retirement
Scarffe	Nancy	Principal	Parr Elementary	09/01/2007	Retirement
Stansbury	Michelle	Principal	Vivian Elementary	09/01/2007	Retirement
Tarver	Laurence	Assistant Principal	Wheat Ridge Middle	08/16/2007	Personal
Taylor	Karen	Assistant Principal	Wheat Ridge Senior	08/16/2007	Personal
Valdez	Esther	Principal	Semper Elementary	08/16/2007	Moving
Walesky-Rainbow	Trish	Principal	Kendallvue Elementary	09/01/2007	Retirement
Weimer	Susan	Assistant Director	Exceptional Student Svcs.	09/01/2007	Retirement
Winslow	Victoria	Assistant Principal	Carmody Middle	08/16/2007	Personal
Zerger	Elaine	Principal	Campbell Elementary	09/01/2007	Retirement

3. Licensed Resignations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Abrams-Counterman	Lisa	Teacher, Preschool	Child Find/Preschool Svcs.	08/16/2007	Personal
Adair	Daniel	Teacher, Secondary	Arvada Senior	08/16/2007	Moving
Adams	Janice	Teacher, Elementary	Stott Elementary	08/16/2007	Other Position
Albrandt	Randal	Teacher, Secondary	Pomona Senior	09/01/2007	Retirement
Alegre	Alissa	Teacher, Elementary	Secrest Elementary	08/16/2007	Other Position
Allen	Melanie	High School ESL	Alameda Senior	08/16/2007	Moving
Andrews	Bruce	Teacher, Secondary	Jeffco Open Secondary	09/01/2007	Retirement
Andrews	Linda	Teacher, Elementary	Coronado Elementary	09/01/2007	Retirement
Anway	Michelle	Teacher, Title I	Pennington Elementary	08/16/2007	Personal
Arrowsmith	Joan	Teacher Librarian	Summit Ridge Middle	09/01/2007	Retirement
Arzberger	Jennifer	Instructional Coach	DLEA	08/16/2007	Personal
Atwater	Judith	Instructional Coach,	DLEA	09/01/2007	Retirement
Axelson	Gail	Teacher, Elementary	South Lakewood Elem.	09/01/2007	Retirement

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Balkema	Jennifer	Teacher, Title I	Stein Elementary	08/16/2007	Other Position
Barbushack	Nicholas	Teacher, PC/EH	Evergreen Senior	09/01/2007	Retirement
Barnes	Sherry	Teacher, Elementary	Fitzmorris Elementary	09/01/2007	Retirement
Baskin	Carro	Teacher, Elementary	Deviny Elementary	08/16/2007	Personal
Begolke	Shelly	Speech/Lang. Path.	Pleasant View Elementary	08/16/2007	Personal
Belf	Jeffrey	Teacher, Elementary	Hutchinson Elementary	09/01/2007	Retirement
Bencomo	Jacci	Counselor	Arvada West Senior	09/01/2007	Retirement
Benegar	Cynthia	Educational Consultant	Leawood Elementary	09/01/2007	Retirement
Bennett	Tyson	Teacher, SIED	Welchester Elementary	08/16/2007	Personal
Bergman	Linda	Teacher, Elementary	Colorow Elementary	09/01/2007	Retirement
Bishop	Julie	Instructional Coach	DLEA	09/01/2007	Retirement
Blanchfield	Buris	Teacher, Resource	Gifted and Talented	09/01/2007	Retirement
Bloodworth	Josie	Teacher, Elementary	Stein Elementary	08/16/2007	Moving
Book	Thomas	Teacher, Elementary	Slater Elementary	09/01/2007	Retirement
Boucher	Holly	Teacher, Secondary	Wheat Ridge Senior	08/16/2007	Personal
Boudreau	Nicole	Teacher, PC/EH	Kullerstrand Elementary	08/16/2007	Personal
Brandenburg	Alia	Teacher, Elementary	Deane Elementary	08/16/2007	Moving
Branson	Sandra	Teacher, PC/EH	Hutchinson Elementary	09/01/2007	Retirement
Bravo	Kimberly	Teacher, PC/EH	Bear Creek Elementary	08/16/2007	Personal
Bredenberg	Felicia	Teacher, Secondary	Lakewood Senior	08/16/2007	Other Position
Broncucia	Susan	Teacher, Secondary	Arvada Senior	09/01/2007	Retirement
Brown	Melissa	McLain Online Teacher	McLain High School	08/16/2007	Moving
Bruch	Michael	Teacher, Secondary	Deer Creek Middle	09/01/2007	Retirement
Bryant	Nathan	Teacher, Secondary	Jefferson Senior	08/16/2007	Personal
Buehler	Kris	Teacher, Elementary	Thomson Elementary	09/01/2007	Retirement
Burg	Deborah	Teacher, Elementary	Dutch Creek Elementary	09/01/2007	Retirement
Buzzell	Jeanette	Teacher, Elementary	Kendallvue Elementary	09/01/2007	Retirement
Bybee	Nancy	Teacher, Elementary	Stevens Elementary	09/01/2007	Retirement
Byrne	Richard	Teacher, Secondary	Golden Senior	09/01/2007	Retirement
Caddoo	Karen	Teacher, Resource	Multicultural Student Svcs.	08/16/2007	Other Position
Calahan	Sharon	Teacher, Secondary	Dunstan Middle	08/16/2007	Personal
Calhoun	Cynthia	Teacher, Secondary	Bear Creek Senior	08/16/2007	Moving
Calley	Virginia	High School ESL	Arvada Senior	09/01/2007	Retirement
Carhartt	Mary	Teacher, Elementary	Sheridan Green Elementary	09/01/2007	Retirement
Carpinello	Cheryl	Teacher, Secondary	Alameda Senior	09/01/2007	Retirement
Carpinello	Donald	Teacher, Secondary	Arvada Senior	09/01/2007	Retirement
Castro	Geneva	Teacher, Secondary	Lakewood Senior	08/16/2007	Personal
Cavaliero	Martha	Teacher, Elementary	Elk Creek Elementary	08/16/2007	Personal
Chandler	Dennis	Teacher, Secondary	Pomona Senior	08/16/2007	Other Position
Chatfield	Linda	Teacher, PC/EH	South Lakewood Elem.	09/01/2007	Retirement
Christensen-Stortz	Tamara	Teacher, PC/EH	Wilmot Elementary	09/01/2007	Retirement
Cisneros	Rebecca	Teacher, Elementary	Hutchinson Elementary	09/01/2007	Retirement
Civish	Gayle	Psychologist	Jeffco Open Secondary	09/01/2007	Retirement
Claus	Dana	Teacher, Elementary	Kullerstrand Elementary	08/16/2007	Moving
Cochrane	Pamela	Teacher, PC/EH	Hackberry Hill Elementary	09/01/2007	Retirement
Coleman	Georgine	Social Worker	Vivian Elementary	09/01/2007	Retirement
Colle	Renee	Teacher, Elementary	Semper Elementary	08/16/2007	Personal
Cox	Connie	Psychologist	Lukas Elementary	09/01/2007	Retirement
Crock	J.	Teacher, Elementary	Allendale Elementary	09/01/2007	Retirement
Crovelli	Nancy	Teacher Librarian	Westgate Elementary	08/16/2007	Personal

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Cummings	Karen	Teacher, Elementary	Coronado Elementary	09/01/2007	Retirement
Curtin	Mary	Social Worker	Child Find/Preschool Svcs.	09/01/2007	Retirement
Cyphers	Stephen	Teacher, Secondary	Evergreen Senior	09/01/2007	Retirement
Daigler	Maegan	Teacher, Elementary	Deane Elementary	08/16/2007	Other Position
Day	Ronald	Teacher, Elementary	West Woods Elementary	09/01/2007	Retirement
Deeble	Michael	Teacher, Secondary	O'Connell Middle	08/16/2007	Moving
DeFeo	Michele	Teacher, Elementary	Van Arsdale Elementary	08/16/2007	Personal
DeLagerheim	Cleo	Teacher, Secondary	Arvada West Senior	09/01/2007	Retirement
DeMers	Ann	Psychologist	Allendale Elementary	09/01/2007	Retirement
Demoulin	William	Teacher, Secondary	Bell Middle	09/01/2007	Retirement
Dimatteo	Megan	Speech/Lang. Path.	Child Find/Preschool Svcs.	08/16/2007	Personal
Doerner-Long	Carol	Audiologist	Audiology Program	09/01/2007	Retirement
Douglas	Monica	Teacher, Elementary	Stein Elementary	08/16/2007	Moving
Dowell	Marta	Teacher, Elementary	Shaffer Elementary	09/01/2007	Retirement
Dunham	Carla	Teacher, Elementary	Ralston Elementary	08/16/2007	Moving
Dunnet	Maria	Teacher, Elementary	Foster Elementary	08/16/2007	Personal
Duran	Kathleen	Teacher, Elementary	Mortensen Elementary	08/16/2007	Other Position
Ebel	Mary	Teacher, Secondary	Deer Creek Middle	09/01/2007	Retirement
Eggleston	Rebecca	Teacher, Secondary	Green Mountain Senior	08/16/2007	Personal
Eisenberg-Jones	Rona	Teacher, Secondary	Carmody Middle	09/01/2007	Retirement
Ekstrom	Diane	Teacher, Elementary	Lasley Elementary	09/01/2007	Retirement
Elam	Kristin	Teacher, Secondary	Dunstan Middle	08/16/2007	Personal
Emmerling	Kathleen	Teacher, Elementary	Van Arsdale Elementary	09/01/2007	Retirement
Enssle	Ann	Teacher, Secondary	Wheat Ridge Senior	09/01/2007	Retirement
Ester	Susan	Teacher, Secondary	Dunstan Middle	09/01/2007	Retirement
Fettner	Alan	Teacher, Elementary	Leawood Elementary	09/01/2007	Retirement
Firsching	Ty	Teacher, Secondary	Alameda Senior	09/01/2007	Retirement
Fisher	Kenneth	Social Worker	Sobesky Academy 6-12	09/01/2007	Retirement
Flowers	Margaret	Teacher, Secondary	North Arvada Middle	08/03/2007	Personal
Fowler	Melissa	Teacher, Secondary	Dakota Ridge Senior	08/16/2007	Personal
France	Lyniss	Teacher, Secondary	Arvada Senior	08/16/2007	Personal
Fremgen	Mary	Teacher, Secondary	Ralston Valley Senior	09/01/2007	Retirement
Friedmann	Karen	Teacher Librarian	Patterson Elementary	09/01/2007	Retirement
Frieling	Mary	Teacher, Secondary	Mandalay Middle	08/16/2007	Personal
Fuller	Theresa	Teacher, Elementary	Parmalee Elementary	08/16/2007	Moving
Gaasvig	Kathryn	Project Coord	Career Development	08/16/2007	Other Position
Gans	Patricia	Teacher, Elementary	Fairmount Elementary	09/01/2007	Retirement
Garcia	Roberto	Teacher, Secondary	Dakota Ridge Senior	08/16/2007	Personal
Garnett	Kristin	Teacher, Elementary	Dutch Creek Elementary	09/01/2007	Retirement
Gause	Scot	Teacher, Secondary	Ralston Valley Senior	08/16/2007	Moving
Gerber	Karen	Teacher, Secondary	Arvada Senior	09/01/2007	Retirement
Gidley	Donna	Teacher, SIED	Colorow Elementary	09/01/2007	Retirement
Gilligan	J.	Teacher, Elementary	Lawrence Elementary	09/01/2007	Retirement
Gillis	Kathleen	Teacher, Elementary	Maple Grove Elementary	08/16/2007	Personal
Giron	Marcus	McLain Teacher	McLain Community School	08/16/2007	Personal
Golding	Marylou	Teacher Librarian	Jefferson Senior	09/01/2007	Retirement
Golt	Elena	Teacher, Secondary	Bear Creek Senior	08/16/2007	Personal
Gomez	Teresa	Teacher, Secondary	O'Connell Middle	08/16/2007	Personal
Gonder	Owen	Teacher, Elementary	Kullerstrand Elementary	08/16/2007	Moving
Grassler	Richard	Teacher, Elementary	Normandy Elementary	08/16/2007	Personal

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Greenhalgh	Karen	Teacher, Elementary	Coronado Elementary	09/01/2007	Retirement
Griffin	Maryann	Teacher, Elementary	Bradford Elementary	09/01/2007	Retirement
Gruber	Jackie	Teacher, Elementary	Lasley Elementary	09/01/2007	Retirement
Gupton	Marjorie	Teacher, Secondary	West Jefferson Middle	09/01/2007	Retirement
Hall	Amy	Teacher, Title I	Deane Elementary	08/16/2007	Moving
Hancock	John	Teacher, Elementary	Peiffer Elementary	09/01/2007	Retirement
Hannagan	Michael	Teacher, Secondary	Lakewood Senior	08/16/2007	Personal
Harms	Patti	Teacher, Elementary	Weber Elementary	09/01/2007	Retirement
Hasselblad	Wayne	Teacher, Secondary	Alameda Senior	09/01/2007	Retirement
Hatfield	Susan	Teacher, PC/EH	Summit Ridge Middle	09/01/2007	Retirement
Helson	Gary	Teacher, Elementary	Dennison Elementary	09/01/2007	Retirement
Herfurt	Kimball	McLain Teacher	McLain Community School	08/16/2007	Personal
Hergenreter	Pamela	Instructional Coach	DLEA	09/01/2007	Retirement
Hicks	Judith	Teacher, Secondary	Ralston Valley Senior	09/01/2007	Retirement
Hicks	Robert	Teacher, PC/EH	Pomona Senior	09/01/2007	Retirement
Hildebrandt	Valerie	Teacher, Elementary	Shaffer Elementary	08/16/2007	Personal
Hill	Sarah	Teacher, PC/EH	Arvada Senior	09/01/2007	Retirement
Hoak	Heather	Teacher, Secondary	Everitt Middle	08/16/2007	Personal
Holden	Sharon	Teacher Librarian	Miller Special	09/01/2007	Retirement
Hollandsworth	Michelle	Teacher Librarian	Columbine Hills Elem.	08/16/2007	Other Position
Holton	Jane	Teacher, Elementary	Marshdale Elementary	09/01/2007	Retirement
Horne	Timothy	Teacher, Secondary	Wheat Ridge Senior	08/16/2007	Personal
Hornecker	Nancy	Teacher, Elementary	West Woods Elementary	09/01/2007	Retirement
Horner	Hadley	Teacher, Elementary	Eiber Elementary	08/16/2007	Moving
Horst	Kathryn	Teacher, Elementary	Thomson Elementary	09/01/2007	Retirement
Hostetler	Julie	Teacher, Elementary	Prospect Valley Elementary	08/16/2007	Personal
Howard	Carly	Teacher, Elementary	Bradford Elementary	08/16/2007	Personal
Howard	Debra	Teacher, Elementary	Van Arsdale Elementary	08/16/2007	Personal
Howe	Douglas	Teacher, Elementary	Glennon Heights Elem.	09/01/2007	Retirement
Huntsman	Barbara	Teacher, Secondary	Bell Middle	09/01/2007	Retirement
Ill	Elizabeth	Teacher, Elementary	Dennison Elementary	09/01/2007	Retirement
Ilvonen	Carol	Social Worker	Child Find/Preschool Svcs.	09/01/2007	Retirement
Isaac	Walter	Teacher, Elementary	Shaffer Elementary	09/01/2007	Retirement
Jackson	Julianne	Teacher, Secondary	Dakota Ridge Senior	08/16/2007	Other Position
Jackson	Robin	Teacher, Elementary	Witt Elementary	08/16/2007	Personal
Jacobson-Speedy	Sharon	Teacher, Secondary	Creighton Middle	08/16/2007	Moving
Janson	Barbara	Teacher, Elementary	Columbine Hills Elem.	09/01/2007	Retirement
Jensen	Joy	Teacher, Secondary	Jeffco Open Secondary	09/01/2007	Retirement
Johnson	Andrea	Teacher, Elementary	Kendallvue Elementary	08/16/2007	Personal
Johnson	Christie	Teacher, Secondary	Dunstan Middle	09/01/2007	Retirement
Johnson	Katherine	Teacher, Secondary	Evergreen Senior	08/16/2007	Personal
Johnson	Marilyn	Teacher, Secondary	Drake Middle	09/01/2007	Retirement
Johnson	Ronald	Teacher, Secondary	Alameda Senior	09/01/2007	Retirement
Johnson	Sandra	Instructional Coach	DLEA	09/01/2007	Retirement
Jones	Ann	Teacher Librarian	North Arvada Middle	09/01/2007	Retirement
Jones	Lisa	Psychologist	Maple Grove Elementary	08/16/2007	Personal
Jones	Stacey	Teacher, Secondary	Evergreen Senior	08/16/2007	Personal
Kanics	Julie	Teacher, Secondary	Lakewood Senior	08/16/2007	Personal
Kaufman	Barbara	Teacher, Secondary	Moore Middle	09/01/2007	Retirement
Kelver	Mary	Teacher, Elementary	Little Elementary	09/01/2007	Retirement

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Kendrick	David	Teacher, PC/EH	O'Connell Middle	08/16/2007	Other Position
Kennedy	Cheryl	Teacher, SIED	Kullerstrand Elementary	09/01/2007	Retirement
Kerns	Brooke	Teacher, Secondary	Evergreen Middle	09/01/2007	Retirement
Keyes	Judith	Instructional Coach	DLEA	09/01/2007	Retirement
Kiehn	Kathleen	Teacher, Elementary	Stott Elementary	08/16/2007	Personal
Kimmelshue	Robin	Teacher, Elementary	Lasley Elementary	08/16/2007	Personal
Kinder	Janet	Teacher, Elementary	Westridge Elementary	09/01/2007	Retirement
Kirschner	Devon	Social Worker	ESS	08/16/2007	Personal
Kittelson	Carol	Teacher, Title I	Wheat Ridge Middle	08/16/2007	Personal
Koczon-Shipley	Suzanne	Teacher, Elementary	Mitchell Elementary	09/01/2007	Retirement
Koepke	Mary	McLain Teacher	McLain Community School	08/16/2007	Personal
Kopelove	Merry	Instructional Coach	DLEA	09/01/2007	Retirement
Kuberski	Amy	Teacher, Elementary	West Jefferson Elementary	09/01/2007	Retirement
Kulesa	Oneita	Spec. Curriculum	DLEA	09/01/2007	Retirement
Lambert	Vicki	Teacher, Elementary	Green Gables Elementary	08/16/2007	Personal
Lambrechts	Teresa	Teacher, Elementary	Thomson Elementary	09/01/2007	Retirement
Lancaster	Patricia	Teacher, Secondary	Pomona Senior	09/01/2007	Retirement
Lassos	Jerry	Teacher, Elementary	Kendrick Lakes Elem.	09/01/2007	Retirement
Lawrence-Douglas	Keri	Teacher, Secondary	Dakota Ridge Senior	08/16/2007	Personal
Leavitt	Luanna	Teacher, Elementary	Kyffin Elementary	08/16/2007	Personal
Leimbach	Marilyn	Instructional Coach	DLEA	09/01/2007	Retirement
Levin	Audrey	Teacher, Elementary	Bradford Elementary	08/16/2007	Personal
Lewis	Lisa	Teacher, Secondary	Everitt Middle	09/01/2007	Retirement
Libby	Linda	Teacher, Secondary	Chatfield Senior	09/01/2007	Retirement
Lichty	M	Teacher, PC/EH	Leawood Elementary	09/01/2007	Retirement
Lievens	Janis	Teacher, Elementary	Bradford Elementary	09/01/2007	Retirement
Lile	Chris	Teacher, Secondary	Columbine Senior	09/01/2007	Retirement
Liley	Barbara	Instructional Coach	DLEA	09/01/2007	Retirement
LoSasso	Shirley	Teacher, Elementary	Kullerstrand Elementary	09/01/2007	Retirement
Lucas	Ryan	Teacher, Secondary	Evergreen Middle	08/16/2007	Other Position
Ludwig	Cynthia	Instructional Coach	Dakota Ridge Senior	09/01/2007	Retirement
MacDonnell	Marilyn	Teacher, Secondary	Arvada West Senior	09/01/2007	Retirement
Magleby	Cyndee	Area Coordinator	ESS	08/16/2007	Personal
Maillis	Judith	Teacher, Secondary	Chatfield Senior	09/01/2007	Retirement
Malberg	Melissa	Teacher, Elementary	Semper Elementary	08/16/2007	Moving
Maller	Jacquelyn	Teacher, Hearing Disab.	Vivian Elementary	08/16/2007	Moving
Mangel	Jane	Teacher, Secondary	Bell Middle	09/01/2007	Retirement
Manzanares	Mary	Teacher, Elementary	Fairmount Elementary	08/16/2007	Other Position
Marinac	Marisa	Counselor	Arvada Middle	08/16/2007	Other Position
Marion	Daniel	Teacher, Secondary	Arvada West Senior	09/01/2007	Retirement
Mason	Sarah	Teacher, Elementary	Edgewater Elementary	08/16/2007	Moving
Matyja	Cory	Teacher, SIED	Slater Elementary	08/16/2007	Moving
Maupin	Elizabeth	Teacher, Elementary	Martensen Elementary	08/16/2007	Personal
McConachie	Stacey	Speech/Lang. Path.	Mortensen Elementary	08/16/2007	Personal
McCoy	Robin	Psychologist	Oberon Middle	09/01/2007	Retirement
McCrimmon	Daniel	Teacher, Secondary	Jeffco Open Secondary	09/01/2007	Retirement
McGrath	Mark	Psychologist	Ralston Valley Senior	09/01/2007	Retirement
McKenzie	Marsha	Teacher, Elementary	Governor's Ranch Elem.	08/16/2007	Personal
McKillop	Wayne	Teacher, SIED	Stott Elementary	08/16/2007	Moving
Melichar-Hodgkins	Nancy	Speech/Lang. Path.	Dutch Creek Elementary	09/01/2007	Retirement

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Menezes	Amy	Social Worker	Prospect Valley Elementary	08/16/2007	Personal
Metter	Katherine	Teacher, Elementary	West Jefferson Elementary	09/01/2007	Retirement
Meyer	Trina	Teacher, Elementary	Stein Elementary	08/16/2007	Moving
Milane	Lynne	Speech/Lang. Path.	Weber Elementary	09/01/2007	Retirement
Miller	Diana	Teacher, Secondary	Arvada Senior	09/01/2007	Retirement
Miller	Heather	Teacher, Secondary	Lakewood Senior	08/16/2007	Personal
Miller	Linda	Teacher, PC/EH	Arvada Senior	09/01/2007	Retirement
Mink	Carla	Teacher, Preschool	West Jefferson Preschool	09/01/2007	Retirement
Minor	Kathreen	Teacher, Secondary	Wheat Ridge Middle	09/01/2007	Retirement
Mojica	Umana	Physical Therapist	Miller Special	08/16/2007	Personal
Morris	Debra	Teacher, PC/EH	ESS	09/01/2007	Retirement
Morris	Gerard	Teacher, Secondary	Arvada West Senior	08/16/2007	Personal
Muldoon	David	Teacher, Secondary	Johnson Program	08/16/2007	Other Position
Mulholland	Greg	Teacher, Title I	Stein Elementary	08/16/2007	Personal
Mullen	Linda	Teacher, Secondary	Wayne Carle Middle	08/16/2007	Personal
Mulvey	Sean	Counselor	Dakota Ridge Senior	08/16/2007	Other Position
Mummert	Charles	Instructional Coach	D'Evelyn Junior/Senior	09/01/2007	Retirement
Munoz	Frederick	Teacher, Secondary	Arvada Senior	09/01/2007	Retirement
Murphy	Kathleen	Teacher, Elementary	Fremont Elementary	08/16/2007	Moving
Nelson	Janice	Teacher, Elementary	Bradford Intermediate	09/01/2007	Retirement
Newberry	Mary	Teacher Librarian	Shelton Elementary	09/01/2007	Retirement
Newcomer	Forest	Teacher, PC/EH	Bell Middle	09/01/2007	Retirement
Niven	Molly	Teacher, Elementary	Foster Elementary	09/01/2007	Retirement
Nozot	Lance	Teacher, Secondary	Dakota Ridge Senior	08/16/2007	Personal
Nunemaker	Lisa	Teacher, PC/EH	Zerger Elementary	08/16/2007	Other Position
Oakley	Deborah	Teacher, Secondary	Summit Ridge Middle	09/01/2007	Retirement
O'Byrne	Kelly	Teacher, Secondary	Arvada Middle	08/16/2007	Personal
Olson	Florence	Instructional Coach	DLEA	09/01/2007	Retirement
Overholt	Marian	Teacher, Secondary	Columbine Senior	09/01/2007	Retirement
Owens	Pamela	Teacher, PC/EH	Jeffco Open Elementary	09/01/2007	Retirement
Paddock	Aaron	Teacher, Secondary	Pomona Senior	08/16/2007	Personal
Paddock	Susan	Teacher, Secondary	Summit Ridge Middle	09/01/2007	Retirement
Patterson	Lisa	Teacher, Elementary	Mount Carbon Elementary	09/01/2007	Retirement
Pedersen	Joanne	Teacher, Elementary	Lawrence Elementary	09/01/2007	Retirement
Perez	Susana	Teacher, Elementary	Lumberg Elementary	08/16/2007	Moving
Persson	Joyce	Teacher, Secondary	Standley Lake Senior	09/01/2007	Retirement
Peters	Kristie	Teacher, Elementary	Stony Creek Elementary	08/16/2007	Other Position
Peterson	Rosemary	Counselor	Warren Occupational Tech.	09/01/2007	Retirement
Pickens	Chas	Teacher, Secondary	Ken Caryl Middle	09/01/2007	Retirement
Pina	Alicia	Teacher, Secondary	Standley Lake Senior	09/01/2007	Retirement
Pinsky	Jason	Teacher, Challenge	Mortensen Elementary	08/16/2007	Other Position
Pittenger	Patricia	Teacher, Elementary	Slater Elementary	09/01/2007	Retirement
Plunkett	Jessica	Teacher, Elementary	Shelton Elementary	08/16/2007	Personal
Pope	Kathryn	Teacher, Secondary	Dunstan Middle	09/01/2007	Retirement
Prestia	Kelly	Therapist Occupational	ESS - North Area	08/16/2007	Personal
Quick	Ruth	Teacher, Elementary	Belmar Elementary	09/01/2007	Retirement
Rausch-Walz	Nancy	Teacher, Elementary	Colorow Elementary	09/01/2007	Retirement
Rayburn	Kelly	Teacher, Elementary	Lumberg Elementary	08/16/2007	Moving
Redhorse	Gayle	Nurse	Homebound/Student Svcs.	08/16/2007	Personal
Reeves	Tammera	Teacher, Elementary	Prospect Valley Elementary	08/16/2007	Personal

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Regehr	Juanita	TOSA	Child Find/Preschool Svcs.	09/01/2007	Retirement
Regner	Connie	Teacher, Elementary	Little Elementary	09/01/2007	Retirement
Reidburn	Charissa	Teacher, Secondary	Bear Creek Senior	08/16/2007	Personal
Riach	Susan	Teacher, Elementary	South Lakewood Elem.	09/01/2007	Retirement
Rice	Kevin	Teacher, Secondary	Green Mountain Senior	08/16/2007	Personal
Roberts	Hannah	Teacher, Secondary	Ralston Valley Senior	08/16/2007	Personal
Roberts	Renee	Teacher, PC/EH	Weber Elementary	09/01/2007	Retirement
Robinson	M.	Teacher, Secondary	Everitt Middle	09/01/2007	Retirement
Rothman	Suzanne	Teacher, PC/EH	Bear Creek Elementary	09/01/2007	Retirement
Rouse	Diana	Speech/Lang. Path.	Dakota Ridge Senior	09/01/2007	Retirement
Rucker	Kent	Teacher, Elementary	West Woods Elementary	09/01/2007	Retirement
Salberg	Heather	Teacher, Secondary	Alameda Senior	08/16/2007	Personal
Sanderson	Shawna	Instructional Coach	Edgewater Elementary	08/16/2007	Moving
Sato	Yuki	Teacher, Secondary	Jefferson Senior	08/16/2007	Personal
Savage	Sandra	Teacher, Elementary	Vanderhoof Elementary	09/01/2007	Retirement
Schaefer	Carol	Teacher, PC/EH	Golden Senior	09/01/2007	Retirement
Schaefer	Jana	Instructional Coach	Standley Lake Senior	08/16/2007	Other Position
Schefcik	Janice	Teacher Librarian	Devinny Elementary	09/01/2007	Retirement
Schmidt	Carrie	Teacher, Elementary	Jeffco Open Elementary	08/16/2007	Personal
Schmidt	Janice	Teacher, Elementary	Devinny Elementary	09/01/2007	Retirement
Schroeter	Mary	Social Worker	Secrest Elementary	08/16/2007	Personal
Sheely	Cynthia	Teacher, Secondary	North Arvada Middle	08/16/2007	Moving
Shehan	Joseph	Teacher, Secondary	Summit Ridge Middle	08/16/2007	Other Position
Shin	Colletta	Teacher, Mult. Disab.	Miller Special	09/01/2007	Retirement
Simmons	Julie	Teacher, Secondary	Drake Middle	08/16/2007	Personal
Sims	Teresa	Speech/Lang. Path.	Marshdale Elementary	09/01/2007	Retirement
Skorka	Debra	Teacher, PC/EH	Everitt Middle	09/01/2007	Retirement
Slothouber	Kurt	Teacher, Secondary	Standley Lake Senior	08/16/2007	Other Position
Smith	James	Teacher, Secondary	Jefferson Senior	09/01/2007	Retirement
Smith	Leslie	Educational Consultant	Hutchinson Elementary	09/01/2007	Retirement
Smith	Linda	Teacher, PC/EH	Jefferson Senior	08/16/2007	Personal
Smith	Michael	Teacher, Elementary	Sierra Elementary	09/01/2007	Retirement
Southwick	Sarah	Teacher, Elementary	Kyffin Elementary	08/16/2007	Personal
Spano	Arthur	Teacher, Secondary	Pomona Senior	09/01/2007	Retirement
Stafford	Vivian	Teacher, Elementary	Fairmount Elementary	08/16/2007	Personal
Staib	Sarah	Teacher, Elementary	Van Arsdale Elementary	08/16/2007	Personal
Stechert	Marilyn	Teacher, Secondary	Conifer Senior	09/01/2007	Retirement
Steinke	Jayne	Teacher, SIED	O'Connell Middle	08/16/2007	Personal
Stepniak	Joseph	Teacher, Secondary	Standley Lake Senior	09/01/2007	Retirement
Stewart	Judith	Speech /Lang. Path.	Rooney Ranch Elementary	09/01/2007	Retirement
Stoglin	Kristi	Teacher, Secondary	Everitt Middle	08/16/2007	Personal
Surratt	Pamela	Psychologist	Campbell Elementary	09/01/2007	Retirement
Svoboda	Sheryl	Teacher, Secondary	West Jefferson Middle	09/01/2007	Retirement
Swackhamer	Christy	Teacher, Title I	Deane Elementary	08/16/2007	Personal
Swanson	Erle	Teacher, Secondary	Alameda Senior	08/16/2007	Other Position
Swanson	Timothy	Teacher, Elementary	Westgate Elementary	08/16/2007	Moving
Taylor	Angela	Teacher, PC/EH	Shelton Elementary	08/16/2007	Other Position
Taylor	Merry	Teacher, Elementary	Wilmore-Davis Elementary	08/16/2007	Personal
Taylor	Shaundra	Teacher, Secondary	Green Mountain Senior	08/16/2007	Personal
Thelen	Cathryn	Teacher, Elementary	Mortensen Elementary	08/16/2007	Other Position

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Thurling	Sonya	Teacher, Elementary	Bergen Meadow Elem.	08/16/2007	Personal
Toader	Adrian	Teacher, Secondary	Arvada Middle	08/16/2007	Moving
Tomlin	David	Teacher, Elementary	Westgate Elementary	08/16/2007	Personal
Touryan	Collette	Teacher, Secondary	Evergreen Senior	08/16/2007	Personal
Trinder	Kristen	Teacher, Elementary	Patterson Elementary	08/16/2007	Personal
Trotter	Jennifer	Teacher, Secondary	Deer Creek Middle	08/16/2007	Moving
Turgeon	Donna	Nurse	Homebound/Student Svcs.	08/16/2007	Personal
Underwood	Louisa	Teacher Librarian	D'Evelyn Junior/Senior	09/01/2007	Retirement
Vallina	William	McLain Teacher	McLain High School	09/01/2007	Retirement
Vandell	Cheryl	Teacher, Secondary	Columbine Senior	08/16/2007	Personal
Vick	Marianne	Speech/Lang. Path.	Mount Carbon Elementary	09/01/2007	Retirement
Wagner	Timothy	Counselor	Standley Lake Senior	09/01/2007	Retirement
Walker	Catherine	Psychologist	Shaffer Elementary	09/01/2007	Retirement
Walker	Margaret	Teacher, Elementary	Foothills Elementary	09/01/2007	Retirement
Walker	Megan	Teacher, Secondary	Pomona Senior	08/16/2007	Moving
Walling	Sarah	Teacher, Secondary	Dunstan Middle	09/01/2007	Retirement
Warner	Robin	Teacher, Secondary	Everitt Middle	09/01/2007	Retirement
Weaver	Cheryl	Teacher, Elementary	Colorow Elementary	09/01/2007	Retirement
Weigel	Bobbie	Teacher, Elementary	Kyffin Elementary	08/16/2007	Personal
Weir	Margaret	Teacher, Secondary	Oberon Middle	08/16/2007	Personal
Wesling	Carrie	Teacher, Elementary	Witt Elementary	08/16/2007	Moving
Whaley	W.	Teacher, Secondary	Pomona Senior	09/01/2007	Retirement
Willhite	Cheryl	Teacher, Secondary	West Jefferson Middle	08/16/2007	Moving
Williamson	Steve	Teacher, Elementary	Wilmore-Davis Elementary	08/16/2007	Personal
Willis	Marilyn	Teacher, Elementary	Devanny Elementary	08/16/2007	Personal
Wilson	Roy	Teacher, Secondary	Chatfield Senior	09/01/2007	Retirement
Winant	Susan	Teacher, Elementary	Foothills Elementary	09/01/2007	Retirement
Wittwer	Diane	Teacher, Secondary	Chatfield Senior	09/01/2007	Retirement
WoodsDeRael	Christine	Psychologist	ESS	09/01/2007	Retirement
Worley	Elizabeth	Teacher, Secondary	Bell Middle	08/16/2007	Personal
Wyatt	Frances	Instructional Coach	Curriculum & Instruction	09/01/2007	Retirement
Yarborough	George	Teacher, Elementary	Ralston Elementary	09/01/2007	Retirement
Zurier	Abbe	Teacher, Secondary	Bear Creek Senior	08/16/2007	Personal

4. Licensed Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Allen	Sidne	Teacher, Elementary	Red Rocks Elementary	08/16/2007	Failure to Return
Burne	Brian	Occupational Therapist	Miller Special	08/16/2007	Ineligible License
Clagett	Trista	Teacher, Secondary	Dakota Ridge Senior	08/16/2007	Failure to Return
Craig	Rachel	Teacher, Elementary	Westgate Elementary	08/16/2007	Failure to Return
English	Danielle	Teacher, Elementary	Peck Elementary	08/16/2007	Position Elimin.
Goings	Amy	Teacher, Elementary	Red Rocks Elementary	08/16/2007	Failure to Return

Kaiser	Darcia	Teacher, Elementary	Thomson Elementary	08/16/2007	Position Elimin.
Scovell	Jennifer	Teacher, Elementary	Edgewater Elementary	08/16/2007	Ineligible License
Sidders	Rebecca	Teacher, Hearing Disab.	Vivian Elementary	08/16/2007	Failure to Return
Sokald	Karen	Teacher, Elementary	Kullerstrand Elementary	08/16/2007	Failure to Return
Walther	Joshua	Teacher, Elementary	Green Gables Elementary	08/16/2007	Failure to Return

5. Classified Resignations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Ahr	Teresa	Para-Educator	Pomona Senior	08/16/2007	Personal
Ankele	Lori	Para-Educator	Campbell Elementary	07/18/2007	Personal
Arbach	Kathy	Secretary	Chatfield Senior	09/01/2007	Retirement
Bashore	Lenny	Head Custodian	Custodial Services	09/01/2007	Retirement
Bauch	David	Bus Driver	West Transportation	09/01/2007	Retirement
Bernal	Vanessa	Campus Supervisor	Green Mountain Senior	06/02/2007	Other Position
Berthod	Robert	Structural - Journey	Facilities Maintenance	09/01/2007	Retirement
Brown	Phyllis	Secretary	McLain Community	09/01/2007	Retirement
Carlock	Michael	Structural - Journey	Facilities Maintenance	09/01/2007	Retirement
Cetta	Marisa	Technician	Human Resources	08/06/2007	Personal
Chester	Melody	Food Service Worker	Food & Nutrition Svcs.	06/01/2007	Personal
Davis	Jamie	Para-Educator	Miller Special	08/16/2007	Personal
Dedin	Mary	Para-Educator	Pomona Senior	09/01/2007	Retirement
Dextras	Linda	Secretary	Fremont Elementary	08/16/2007	Moving
Dilworth	Donald	Head Custodian	Custodial Services	09/01/2007	Retirement
Dirschl	Jerry	Area Grounds Worker	Landscaping Services	09/01/2007	Retirement
Duran	Wayne	Custodian 8hrs	Custodial Services	09/01/2007	Retirement
Emmons	William	Technician/Mechanic	Fleet Management Svcs.	09/01/2007	Retirement
Engels	Carol	Secretary School	North Arvada Middle	09/01/2007	Retirement
Ferro	Rosalia	Secretary	Kendallvue Elementary	09/01/2007	Retirement
Flavin	Jeannie	Food Service Utility	Food & Nutrition Svc.	05/31/2007	Moving
Goodson	Larry	Bus Driver	North Transportation	06/01/2007	Personal
Goshorn	Elise	Tutor/Notetaker	Golden Senior	08/16/2007	Personal
Greengard	Susan	Secretary	Little Elementary	08/16/2007	Personal
Griffin	Marlene	Secretary	Evergreen Senior	08/16/2007	Personal
Grosh	Ryan	Para-Educator	Lakewood Senior	06/01/2007	Personal
Ham	Rebeca	Braillist - Annual	Vision Program	08/16/2007	Personal
Hill	Joan	Secretary	Rooney Ranch Elem.	09/01/2007	Retirement
Holland	Yolanda	Prep. Manager	Food & Nutrition Svcs.	08/16/2007	Personal
Hudson	Earl	Bus Driver	North Transportation	08/16/2007	Personal
Ingraham	Beverly	Secretary	Foster Elementary	09/01/2007	Retirement
Jensen	Catherine	Secretary	Parmalee Elementary	08/16/2007	Personal
Lambert	Kim	Para-Educator	Normandy Elementary	08/16/2007	Personal
Leonardi	Merri	Secretary	Powderhorn Elementary	09/01/2007	Retirement
Lind	Daryl	Facility Manager	Custodial Services	09/01/2007	Retirement

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Linderholm	Vicki	Secretary	Carmody Middle	09/01/2007	Retirement
Lopez	Karen	Para-Educator	Sobesky Academy 6-12	08/16/2007	Personal
Martinez	Judy	Head Custodian	Custodial Services	09/01/2007	Retirement
Maxwell	Makenzie	Para-Educator	Mitchell Elementary	08/21/2007	Other Position
McGuire	Claudia	Para-Educator	Drake Middle	08/16/2007	Personal
Mendoza	Michelle	Secretary	Alameda Senior	08/16/2007	Personal
Moody	Lori	Secretary School	Arvada West Senior	08/16/2007	Moving
Neumiller	Delores	Food Service Worker	Food & Nutrition Svcs.	09/01/2007	Retirement
Nowak	Cynthia	Educational Interpreter	Everitt Middle	09/01/2007	Retirement
OLeary	Mary	Secretary	Bell Middle	08/16/2007	Personal
Rak	Marjorie	Analyst	Student Data Services	08/17/2007	Retirement
Richardson	Shyanne	Area Trainer	Jeffco Transition Svcs.	08/16/2007	Personal
Roberts	Richard	Custodian	Custodial Services	09/01/2007	Retirement
Rowe	Tandy	Secretary	Arvada West Senior	08/16/2007	Personal
Russell	Judith	Secretary	Governor's Ranch Elem.	09/01/2007	Retirement
Sanchez	Barbara	Part-Time Custodian	Custodial Services	08/16/2007	Personal
Sissenstein	Jamie	Educational Interpreter	Vivian Elementary	07/16/2007	Personal
Spinks	John	Bus Driver	Central Transportation	09/01/2007	Retirement
Starke	Cynthia	Para-Educator	Standley Lake Senior	06/04/2007	Personal
Sutton	Cynthia	Secretary	Sierra Elementary	09/01/2007	Retirement
Swearingen	Richard	Bus Driver	West Transportation	09/01/2007	Retirement
Valerio	Marlene	Prep. Manager	Food & Nutrition Svcs.	09/01/2007	Retirement
Vance	Twila	Secretary	Evergreen Senior	09/01/2007	Retirement
Vaughn	Richard	Para-Educator	Bear Creek Senior	09/01/2007	Retirement
Villanueva	Samantha	Para-Educator	Peck Elementary	08/16/2007	Personal
VonStein	Francine	Secretary	Glennon Heights Elem.	08/16/2007	Personal
Watts	Katherine	Food Service Worker	Food & Nutrition Services	06/02/2007	Other Position
Wight	Byron	Bus Driver Asst	North Transportation	09/01/2007	Retirement
Wilson	Richard	Structural/Locksmith	Facilities Maintenance	09/01/2007	Retirement
Wynne	Julie	Technician	Child Find/Preschool Svcs.	08/16/2007	Personal
York	Loyad	Bud Driver Assistant	Central Transportation	08/07/2007	Personal
Young	Lynn	Para-Educator I	Miller Special	08/16/2007	Other Position
Zier	Beverley	Technician, Library	Chatfield Senior	09/01/2007	Retirement

6. Classified Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Bohman	Julie	Para-Educator	Rooney Ranch Elem.	08/16/2007	Position Elimin.
Brown	Roberta	Technician, Library	Arvada West Senior	08/16/2007	Position Elimin.
Canuel	Matthew	Para-Educator	Green Mountain Senior	08/16/2007	Position Elimin.
Fox	Sean	Bus Driver - Hourly	West Transportation	08/15/2007	Dismissal
Garcia	Brittany	Bus Driver	South Transportation	08/21/2007	Job Abandonment

Guillaudeu	Louise	Technician, Library	Alameda Senior	08/16/2007	Position Elimin.
Oxley	Leslie	Technician, Library	Arvada Senior	08/16/2007	Position Elimin.
Pelletier	Melissa	Para-Educator	Edgewater Elementary	08/16/2007	Position Elimin.
Pendleton	Cheryl	Technician, Library	Jeffco Open Secondary	08/16/2007	Position Elimin.
Radecky	Alaina	Para-Educator	Glennon Heights Elem.	08/16/2007	End Temp. Emp.
White	Judy	Secretary School	Ken Caryl Middle	08/16/2007	Position Elimin.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-195

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Supplemental Funds – AWARD (EL-7)

INFORMATION

PERTINENT FACTS:

In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:

- A. Large amounts of funds are coming to the District (i.e., Title I, VI, etc.)
 - B. Obligations are long term (i.e., funding for multiple years, or the District is asked to continue the program after funding ends), or
 - C. Grants are for a dollar amount over \$10,000.
1. This grant falls under Items A and C.
 2. The Board is hereby notified that Jeffco's Family Literacy Department received \$28,454 from the Daniels Fund. The program aligns with Strategic Plan Objective 1, which ensures all students demonstrate achievement of academic content standards, and Objective 6, which ensures staff, community, and parental involvement focuses on increased student achievement.
 3. The funds are used to support the general operating costs for the HIPPY (Home Instruction for Parents of Preschool Youngsters) Program. Supporting the basic tenet from the National Center for Family Literacy, the program increases the basic skills and attitudes towards education, parenting skills, children's literacy and school readiness, and the overall quality of the parent-child relationship
 4. The effectiveness of the program is evaluated by parent evaluation surveys, pre and post child observations, the HOME and Woodcock Johnston assessments. In addition to these national standardized tests, continuous observations and reports will be used to track growth and needs.
 5. The district will not be required to continue this project after funding ends.
 6. Gwen Welch, Family Literacy director, will serve as the project manager.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the grant award of \$28,454 from the Daniels Fund to support Jeffco Family Literacy's Home Instruction for Parents of Preschool Youngsters Program.

ORIGINATORS:

Laura Munro 
Debbie Backus

DATE: August 9, 2007

APPROVED:

Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-196

BOARD MEETING OF: September 6, 2007

SUBJECT: Supplemental Funds – AWARD (EL-7)

INFORMATION

PERTINENT FACTS:


In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:

- A. Large amounts of funds are coming to the District (i.e., Title I, VI, etc.)
- B. Obligations are long term (i.e., funding for multiple years, or the District is asked to continue the program after funding ends), or
- C. Grants are for a dollar amount over \$10,000.

1. This grant falls under Items A and C.
2. The Board is hereby notified that the Daniels Fund has awarded Jeffco's Career & Technical Development \$90,000 to support the *Teacher Cadet Program*. The program aligns with Strategic Plan Objective 5, which ensures the alignment of resources to increase student achievement and organizational effectiveness.
3. Teacher Cadet is a licensed curriculum providing students with an insightful look at teaching, the licensure process, and an internship in a classroom. The Colorado Community College system administers secondary Career and Technical Education programs in all of Colorado's high schools. Teacher Cadet began in 2001 in two pilot schools (Bear Creek and Arvada West High). In the second year, the program shifted to a statewide approach, trained teachers from three additional school districts, and developed partnerships with Red Rocks Community College and the University of Colorado at Denver. This grant will provide program expansion and public relations, develop effective data collection and program evaluation, and lay the framework for Teacher Cadet program operations statewide. Jeffco is the fiscal agent of the program.
4. The success of the project will be evident by the growth of Teacher Cadet (projected to double in the next two years). In addition, the development of a thorough, sustainable data collection system will provide the data to prove the value of Teacher Cadet to the education profession.
5. The district will not be required to continue this project after funding ends.
6. Renie DelPonte, assistant director, Career & Technical Education, will serve as the project manager.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the \$90,000 award to Career & Technical Education for the *Teacher Cadet Statewide Consortium*.

ORIGINATORS: Laura Munro 
Debbie Backus

DATE: August 9, 2007

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-197

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Supplemental Funds – AWARD (EL-7)

INFORMATION

PERTINENT FACTS:

In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:


- A. Large amounts of funds are coming to the District (i.e., Title I, VI, etc.)
- B. Obligations are long term (i.e., funding for multiple years, or the District is asked to continue the program after funding ends), or
- C. Grants are for a dollar amount over \$10,000.

1. This grant falls under Items A, B and C.
2. The Board is hereby notified that the Jefferson Articulation Area (Stevens, Edgewater, and Lumberg, Elementaries) received fifth year funding from a 5-year 21st Century Community Learning Centers grant to support Project STEPS (Striving Together for Excellence in Priority Schools). These funds, awarded through the Colorado Department of Education, total \$270,957. The program aligns with Strategic Plan Objective 7, which ensures all students and staff have safe, respectful, and orderly school environments that increase student achievement.
3. Project STEPS is an after-school program that provides reading, writing, and math tutoring four days a week at three school sites, ESL tutoring, various clubs meeting once a week at different schools, intramural sports competitions, cultural enrichment activities during school breaks, childcare services, parenting classes, and medical clinic assistance. Students are provided transportation to the sites to participate in the various activities, thus providing them with a wide array of diverse opportunities. Project STEPS has partnered with a variety of community members to provide services to these students. These partners include Red Rocks Community College, Kiwanis Club, Optimist Club, and the Edgewater Police Department.
4. The project will be evaluated by monitoring student test scores and attendance records. Teachers and staff will also be informally surveyed and asked their opinions of student behavior and attitude changes.
5. The district will not be required to continue this project after funding ends.
6. Marie Norby-Loud, Principal at Stevens, is the Project Manager.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the 5th year award of \$270,957 to the Jefferson Articulation Area from CDE's 21st Century Community Centers Learning Grant.

ORIGINATORS:

Laura Munro 
Debbie Backus

DATE: August 9, 2007

APPROVED:

Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-198

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Supplemental Funds – AWARD (EL-7)

INFORMATION


PERTINENT FACTS:

In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:

- A. Large amounts of funds are coming to the District (i.e., Title I, VI, etc.)
 - B. Obligations are long term (i.e., funding for multiple years, or the District is asked to continue the program after funding ends), or
 - C. Grants are for a dollar amount over \$10,000.
1. This grant falls under Items A, B and C.
 2. The Board is hereby notified that the Colorado Department of Education has awarded the District's Exceptional Student Services Department its federal 2007-08 allocation of \$744,895 to support the Gifted & Talented Program. The program aligns with Strategic Plan Objectives 2, which ensures all students with special needs demonstrate achievement of academic content standards and receive appropriate services and instruction.
 3. These funds will provide for professional development, identification of gifted students, development and support for advanced learning plans, direct service to students, consultants and coaching.
 4. The project will be evaluated by monitoring teacher/school participation in and feedback from workshops; student test scores on CSAP, and the percentage of student success on advanced learning plans.
 5. The District is required to commit an equal or greater amount of funds on gifted education.
 6. Susan Ashbridge, Gifted and Talented director, is the project manager.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the award of \$744,895 from the Colorado Department of Education to Exceptional Student Services to support the Gifted & Talented Program.

ORIGINATORS: Laura Munro 
Debbie Backus

DATE: August 15, 2007

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-200

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Supplemental Funds – AWARD (EL-7)

INFORMATION

PERTINENT FACTS:

In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:

- A. Large amounts of funds are coming to the District (i.e., Title I, VI, etc.)
- B. Obligations are long term (i.e., funding for multiple years, or the District is asked to continue the program after funding ends), or
- C. Grants are for a dollar amount over \$10,000.

1. This grant falls under Items A, B and C.
2. The Board is hereby notified that Jefferson High School and Wheat Ridge Middle Schools has been awarded \$168,061 from the Colorado Department of Education to support a 21st Century Community Learning Center. This is year four of a five year grant. The program aligns with Strategic Plan Objective 7, which ensures all students and staff have safe, respectful, and orderly school environments that will increase student achievement.
3. The 7-12 WRMS/JHS Project will connect students more closely to their schools through extra academic, cultural, and sport experiences. Some of these experiences include after school clubs such as Mariachi Band, Clown Club, Intramural sports, Website Design Club, International Club, college visits, swimming, summer library hours, arts, and robotics. The schools have partnered with Foothills Art Center, Kiwanis Club of Lakewood, the City of Edgewater Police Department, and the YMCA, who will provide management, staff supervision, student activities and program evaluation.
4. The project will be evaluated by monitoring student test scores and attendance records. Teachers and staff will also be informally surveyed and asked their opinions of student behavior and attitude changes.
5. The district will not be required to continue this project after funding ends.
6. Leah Latta, Teacher on Special Assignment, is the Project Manager.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the receipt of Year 4 funds of \$168,061 to Wheat Ridge Middle School/Jefferson High School from CDE's 21st Century Community Centers Learning Grant.

ORIGINATORS:

Laura Munro 
Debbie Backus

DATE: August 16, 2007

APPROVED:

Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-207

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Supplemental Funds – AWARD (EL-7)

INFORMATION

PERTINENT FACTS:

In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:

- A. Large amounts of funds are coming to the District (i.e., Title I, VI, etc.)
- B. Obligations are long term (i.e., funding for multiple years, or the District is asked to continue the program after funding ends), or
- C. Grants are for a dollar amount over \$10,000.

1. This grant falls under Item C.
2. The Board is hereby notified that the District's Student Services Office received Year 4 funds of \$164,201 from Colorado Department of Education's Prevention Initiatives. This program aligns with Strategic Plan Objective 7, which ensures all students and staff have safe, respectful, and orderly school environments that increase student achievement.
3. The funds will be used to support "*Positive Behavior Supports*", a statewide initiative designed to assist schools in their efforts to improve school climate and behavioral support for every student. The project started with seven pilot elementary schools in 2004-05 and expanded by 19 additional schools in 2005-06. These 26 schools served as initial models of a practice that works and in 2007-08, there will be 77 schools using PBS practices.
4. The evaluation process will strictly follow the PBS guidelines and process required of schools. The program is also evaluated by reducing the number of suspensions and expulsions.
5. The district will not be required to continue this project after funding ends.
6. Vivian Johnston, Coordinator, Safe & Drug Free Schools, serves as the Project Manager.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the award of Year 4 funds of \$164,201 from the Colorado Department of Education's Prevention Initiatives Unit.

ORIGINATORS:

Laura Munro 
Debbie Backus

DATE: August 15, 2007

APPROVED:

Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-203

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Contract Award (EL-8)
Construction Manager / General Contractor Selection

ACTION

PERTINENT FACTS:

1. An advertisement was published in TheBlueBook.com in January 2007 and on the Jeffco Public Schools' website inviting construction managers/general contractors (CM/GCs) to submit letters of interest/qualification statements.
2. Twenty-three firms submitted statements of qualifications. Staff reviewed the qualifications of the CM/GCs and the project specific criteria and selected Himmelman Construction.
3. Interviews were conducted in July 2007. Staff negotiated a guaranteed maximum price for the project with Himmelman Construction.
4. Funding for the project is included in the 2005-2010 Capital Improvement Program.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the award of contract to Himmelman Construction for the Dakota Ridge High School temporary classroom relocation project and authorize the executive director of Construction Management to enter into and execute a contract with the CM/GC in the amount not to exceed \$516,000.

ORIGINATOR: Cheryl K. Humann *CKH*
Robert L. Smith *RS*

DATE: August 21, 2007

APPROVED: Cynthia Stevenson *CMS*

6.q.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda
WALK-ON

CONTROL NUMBER: BA-07-147/2

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Acquisition of Digital Two-Way Radios for District-wide
Communications

EL-8

ACTION

PERTINENT FACTS:

1. As part of the budget development process, several one-time initiatives were considered by Cabinet. One of those initiatives is two-way radio acquisition.
2. On May 31, 2007, the Board of Education approved purchase of two-way radios for schools and repeaters in an amount not to exceed \$400,000.
3. Jeffco Public Schools is standardizing the two-way portable radios used by district sites to communicate with Safety, Security and Emergency Planning and other departments. This initiative will provide one radio for each site; one radio for each bus and up to 110 radios for other departments. It will also include a number of base stations, network enhancements, and auxiliary equipment.
4. This acquisition will advance school safety by improving the overall district communications network and integrating with the Consolidated Communications Network of Colorado (CCNC), the statewide first responder communications network.
5. If the equipment is received prior to September 27, 2007, Jeffco Public Schools will achieve a special savings of \$185,000.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education authorizes the chief operating officer to initiate and approve the purchase of digital two-way radios and necessary associated equipment in an amount not to exceed \$1,400,000 and to execute the Consolidated Communications Network of Colorado agreement.

ORIGINATOR: Bob Smith *RS*

DATE: August 31, 2007

APPROVED: Cynthia Stevenson *CMS*

7.a.

BOARD OF EDUCATION AGENDA ITEM
Statutory Requirements Agenda

CONTROL NUMBER: BA-07-206

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: November 6, 2007 – Authorize Election for Voter Approval to Limit the Collection of Taxes Previously Authorized by the Voters by Their Approval of Ballot Issue 3A and Approve Ballot Question (GP-4)

ACTION

PERTINENT FACTS:

1. In accordance with Board policy Governance Process 4, Board Job Description, it is the job of the Board of Education to represent and lead the district by determining and demanding appropriate and excellent organizational performance.
2. Administration and District legal counsel have prepared the attached proposed resolution for an election to limit the collection of taxes previously authorized by the voters' approval of Ballot Issue 3A at the November 2, 1999 election.
3. The proposed resolution authorizes the election and the content of the ballot question.
4. In accordance with state law, the ballot content must be certified to the Jefferson County and Broomfield City and County clerks by September 7, 2007.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education adopts the resolution authorizing the election and the content of the ballot question for the November 6, 2007 regular biennial election.

ORIGINATOR: Helen Neal 

DATE: September 4, 2007

APPROVED: Cynthia Stevenson 

RESOLUTION

A RESOLUTION CALLING FOR AN ELECTION ON NOVEMBER 6, 2007, TO LIMIT THE COLLECTION OF AD VALOREM PROPERTY TAXES PREVIOUSLY AUTHORIZED BY THE VOTERS BY THEIR APPROVAL OF BALLOT ISSUE 3A IN THE ELECTION OF NOVEMBER 2, 1999.

WHEREAS, Jefferson County School District No. R-1, (the "District"), in the Counties of Jefferson and Broomfield, and the State of Colorado, is a public corporation duly organized and existing under the Constitution and the laws of the State of Colorado; and

WHEREAS, the members of the Board of Education of the District (the "Board") have been duly elected, chosen and qualified; and

WHEREAS, the voters of Jefferson County approved Ballot Issue 3A in the election of November 2, 1999; and

WHEREAS, Ballot Issue 3A provided for an increase the District's taxes of up to \$45 million annually; and

WHEREAS, \$35.8 million of the \$45 million authorized by Ballot Issue 3A has been levied by the District and there has been no increase in the amount levied under Ballot Issue 3A since December 2002; and

WHEREAS, the County Clerk and Recorders in Jefferson and Broomfield Counties (collectively, the "County Clerks") will conduct the election on November 6, 2007, as a coordinated election (the "election"); and

WHEREAS, the Board of the District, has determined that it is in the best interest of the District and the public interest that there be no further increases in the annual amount of property taxes collected by the District pursuant to Ballot Issue 3A beyond the amount collected pursuant such Ballot Issue in 2006-2007 budget year.

THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF JEFFERSON COUNTY SCHOOL DISTRICT NO. R-1, IN THE COUNTIES OF JEFFERSON AND BROOMFIELD AND STATE OF COLORADO:

1. The Board hereby authorizes and directs the officers of the District to certify on or before September 7, 2007, the following Ballot Question in substantially the form hereinafter set forth to the County Clerks.

Ballot Title and Text of Ballot Question:

"SHALL THERE BE NO FURTHER INCREASES IN THE ANNUAL AMOUNT OF AD VALOREM PROPERTY TAXES COLLECTED BY JEFFERSON COUNTY

SCHOOL DISTRICT R-1 PURSUANT TO BALLOT ISSUE 3A APPROVED AT THE NOVEMBER 2, 1999 ELECTION BEYOND THE AMOUNT COLLECTED PURSUANT TO SUCH BALLOT ISSUE IN THE 2006-2007 BUDGET YEAR (EXCEPT FOR TAX ABATEMENTS, REFUNDS AND CREDITS)?”

2. On or before September 7, 2007, the Board hereby authorizes and directs the officers of the District to certify the Ballot Question to the County Clerk and Recorders of Jefferson and Broomfield Counties for the election to be held on November 6, 2007.

3. The election shall be conducted as a coordinated election in Jefferson and Broomfield Counties pursuant to the provisions of articles 1 to 13 of title 1, Colorado Revised Statutes (the “Uniform Election Code”). The election shall also be conducted pursuant to the provisions of Intergovernmental Agreements (the “Intergovernmental Agreements”) between the District and the respective County Clerk and Recorders, concerning the conduct of the election as a coordinated election under the Uniform Election Code. The President or, in the absence thereof, the Vice President of the Board is hereby authorized to execute and deliver, for and on behalf of the District, the Intergovernmental Agreements.

4. All acts required or permitted by the Uniform Election Code relevant to voting by early voters’ ballots, absentee ballots, provisional ballots and emergency absentee ballots, that are to be performed by the designated election official, shall be performed in Jefferson and Broomfield Counties by the respective County Clerk and Recorders.

5. Helen Neal is hereby appointed the designated election official of the District for purposes of performing acts required or permitted by law in connection with the election, including, as necessary, the publication of a Notice of Election to be published in accordance with the Uniform Election Code.

6. For purposes of § 1-11-203.5, Colorado Revised Statutes, the ballot title for the Ballot Question contained in this Resolution is hereby determined to be the text of the Ballot Question itself.

7. The officers and employees of the District are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution in accordance with Colorado law.

8. All actions not inconsistent with the provisions of this Resolution, heretofore taken by the directors, officers, and employees of the District, directed toward holding the election for the purposes stated herein are hereby ratified, approved, and confirmed.

9. All prior acts, orders, or resolutions, or parts thereof, by the District in conflict with this Resolution are hereby repealed, except that this repealer shall not be construed to revive any act, order, or resolution, or part thereof, heretofore repealed.

10. If any section, paragraph, clause, or provision of this Resolution shall be adjudged to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining sections, paragraphs, clauses, or provisions of this Resolution, it being the intention that the various parts hereof are severable.

11. This Resolution shall take effect immediately upon its passage.

ADOPTED AND APPROVED this 6th day of September, 2007.[DISTRICT SEAL]

President, Board of Education of Jefferson County
School District No. R-1

Attest:

Secretary, Board of Education of
Jefferson County School District No. R-1

8.a.

BOARD OF EDUCATION AGENDA ITEM
Discussion Agenda

CONTROL NUMBER: BA-07-207

BOARD MEETING OF: Thursday, September 6, 2007

SUBJECT: Report on Board Summer Conferences (Ends 1)

INFORMATION

PERTINENT FACTS:

1. A portion of the Board of Education budget is set aside for professional development for Board members.
2. Various members of the Board of Education attending conferences throughout the summer months and requested time on the Board agenda to share their experiences.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education receives information from individual Board members on their summer conference experiences.

ORIGINATOR: Helen Neal 

DATE: August 27, 2007

APPROVED: Cynthia Stevenson 